



## YEARLY STATUS REPORT - 2020-2021

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1.Name of the Institution</b>	Anjuman Arts & Commerce College, Belagavi
• Name of the Head of the institution	Dr. H.I. Timmapur
• Designation	Principal Grade-I / Associate Professor in Kannada
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	08312001826
• Mobile no	9448634403
• Registered e-mail	anjumancollegebgm@yahoo.com
• Alternate e-mail	iqacanjuman1983@gmail.com
• Address	CTS Number: 3929 / 8B, Opposite to District Court, Sangolli Rayanna Road, Belagavi-590016, Karnataka State
• City/Town	BELAGAVI
• State/UT	KARNATAKA
• Pin Code	590016
<b>2.Institutional status</b>	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education

• Location	Urban																								
• Financial Status	Grants-in aid																								
• Name of the Affiliating University	Rani Channamma University, Belagavi																								
• Name of the IQAC Coordinator	Mr. M. MAHEEN																								
• Phone No.	08312001827																								
• Alternate phone No.	08312001827																								
• Mobile	09844041532																								
• IQAC e-mail address	iqacanjuman1983@gmail.com																								
• Alternate Email address	maheenis@rediffmail.com																								
<b>3. Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="https://www.anjumancolbgm.com/wp-content/uploads/2021/01/AQAR_2019-20.pdf">https://www.anjumancolbgm.com/wp-content/uploads/2021/01/AQAR_2019-20.pdf</a>																								
<b>4. Whether Academic Calendar prepared during the year?</b>	Yes																								
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="http://www.anjumancolbgm.com/wp-content/uploads/2022/03/Academic-Calendar-College-2020-21.pdf">http://www.anjumancolbgm.com/wp-content/uploads/2022/03/Academic-Calendar-College-2020-21.pdf</a>																								
<b>5. Accreditation Details</b>																									
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Cycle 3	B	2.21	2019	15/07/2019	14/07/2024																				
<b>6. Date of Establishment of IQAC</b>	01/10/2005																								
<b>7. Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>																									

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
0	0	0	0	0
<b>8. Whether composition of IQAC as per latest NAAC guidelines</b>		<b>Yes</b>		
<ul style="list-style-type: none"> <li>Upload latest notification of formation of IQAC</li> </ul>		<a href="#">View File</a>		
<b>9. No. of IQAC meetings held during the year</b>		<b>3</b>		
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>		<b>Yes</b>		
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>		No File Uploaded		
<b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>		<b>No</b>		
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>				
<b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>				
<p>1. Successfully conducted online classes for the students during pandemic days. 2. Arranged covid19 vaccination camp in the college twice for staff and students, and completed two doses of vaccination. 3. Department planning Forum Meetings were conducted to design departments activities. 4. Remedial coaching classes were conducted for slow learners. 5. One online webinar conducted on career guidance for commerce students.</p>				
<b>12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year</b>				

Plan of Action	Achievements/Outcomes				
1. Conducting Two National Level Seminars one by the Commerce Department and another one by the Social Science Departments.	The department of Commerce conducted a webinar on career guidance. But social science departments did not conduct any seminar.				
2. Each department shall arrange 'Guest Lecture Programme' inviting eminent scholars from their respective subject.	A few departments conducted the Guest Lecture Programmes.				
3. The college NSS Unit shall adopt a village for Swachh Barat Abhiyan programme. (Extension Activities)	The college NSS unit could not conduct the program due to covid19 pandemic restrictions imposed by the government.				
4. The college 'Heritage Club' shall conduct Heritage Awareness Camp at Belagavi Fort.	The college Heritage Club could not conduct the program due to covid19 pandemic restrictions imposed by the government.				
5. The college 'Human Rights Club' shall conduct Essay and Elocution inter-collegiate competitions. on Human Rights issues.	The college Human Rights Club could not conduct the program due to covid19 pandemic restrictions imposed by the government.				
<b>13. Whether the AQAR was placed before statutory body?</b>	No				
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>					
<table border="1"> <thead> <tr> <th>Name</th> <th>Date of meeting(s)</th> </tr> </thead> <tbody> <tr> <td>Nil</td> <td>Nil</td> </tr> </tbody> </table>		Name	Date of meeting(s)	Nil	Nil
Name	Date of meeting(s)				
Nil	Nil				
<b>14. Whether institutional data submitted to AISHE</b>					
<table border="1"> <thead> <tr> <th>Year</th> <th>Date of Submission</th> </tr> </thead> <tbody> <tr> <td>2020-21</td> <td>15/04/2022</td> </tr> </tbody> </table>		Year	Date of Submission	2020-21	15/04/2022
Year	Date of Submission				
2020-21	15/04/2022				
<b>Extended Profile</b>					
<b>1. Programme</b>					

1.1	3
Number of courses offered by the institution across all programs during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>2.Student</b>	
2.1	399
Number of students during the year	
File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>
2.2	380
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
2.3	123
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1	23
Number of full time teachers during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
3.2	23
Number of sanctioned posts during the year	

File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1 Total number of Classrooms and Seminar halls	15
4.2 Total expenditure excluding salary during the year (INR in lakhs)	5.97
4.3 Total number of computers on campus for academic purposes	25

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

The college implements the curriculum which is designed by its affiliated university i.e. Rani Channamma University, Belagavi effectively in well planned and documented process. All the subject departments make available of the syllabus copies to the students before starting regular classes. All the faculty members prepare 'Teaching Plan' of their respective courses on the basis of the syllabus and teaching days of the college for timely completion of the syllabus. The classes are conducted according to the teaching plan and the same is recorded in the 'Work Diary' which is maintained by the faculty members.

All the departments of the College have the 'Department Planning Forum' (DPF). In the beginning of the academic year the DPF meetings are conducted in which the department Academic Calendar is prepared. The Academic Calendar has the plan schedules of the Co-curricular activities and the same is implemented for the effective curriculum delivery. The following cocurricular activities are conducted: 1) Class-Room Seminars 2) Home-Assignment writing 3) Group Discussion 3) Syllabus based Objective Type Tests 4) Guest Lecture Programmes 5) Syllabus based Quiz Programmes 6) Field Study 7) Study Tours 8) Industrial Visits. Apart from these activities, Remedial classes for

slow learners and Enrichment Classes for advance learners are conducted.

The college IQAC monitors the implementation and documentation of the curriculum delivery, and guide the faculty members wherever necessary.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	<a href="#">No Additional Information</a>

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

The college IQAC prepares the Academic Calendar of the institution which includes the curricular, cocurricular and extra curricular activities and the schedules of Internal Assessment Tests. All the efforts are taken to implement the Institution's Academic Calendar effectively with the support of all the faculty members and other supporting staff.

As a part of Continuous Internal Evaluation, the institution conducts Internal Assessment Tests as per the affiliated university guidelines. Accordingly, two IA tests are conducted, first test is conducted after eight weeks from the commencement of classes and second IA tests after sixteen weeks from the commencement of the classes. The schedules of the IA test are mentioned in the college academic calendar and the same is circulated among the students, hence the students are informed well in advance about the Internal Evaluation schedules of the college.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="#">No Additional Information</a>

**1.1.3 - Teachers of the Institution participate in B. Any 3 of the above following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.**

**Academic council/BoS of Affiliating University  
Setting of question papers for UG/PG  
programs Design and Development of  
Curriculum for Add on/ certificate/ Diploma  
Courses Assessment /evaluation process of the  
affiliating University**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 1.2 - Academic Flexibility

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

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

3

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

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

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

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>



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

0

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

**1.3 - Curriculum Enrichment**

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

The institution is affiliated to the Rani Channamma University, Belagavi and the university prescribed syllabus (curriculum) is taught to the students. The institution has no power to integrate any matters to university prescribed curriculum. However, the university curriculum has addressed issues like professional ethics, gender, human values, environment matters etc in its curriculum.

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

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

1

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	<a href="#">View File</a>

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

12

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

### 1.4 - Feedback System

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

C. Any 2 of the above

File Description	Documents
URL for stakeholder feedback report	<a href="#">Feedback reports have not been uploaded college website.</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	No File Uploaded

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

**B. Feedback collected, analyzed and action has been taken**

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	<a href="#">Feedback Reports have not been uploaded on the college website.</a>

## TEACHING-LEARNING AND EVALUATION

### 2.1 - Student Enrollment and Profile

#### 2.1.1 - Enrolment Number Number of students admitted during the year

##### 2.1.1.1 - Number of students admitted during the year

398

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

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

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

380

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

### 2.2 - Catering to Student Diversity

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

The college departments conduct 'Induction Test' to check the depth of Students' knowledge in their subject offered. The departments prepare students profile on the basis of Induction tests.

Accordingly the average, above average and below average students are identified. Remedial classes for below average students and Enrichment classes for above average students are conducted. The college conducts 'Induction Analyses' for newly admitted students in the first year to check and identify their field of interest and other academic sports & extra curricular activities. According to Induction test findings the students are directed to participate in the programs of various wings and organizations of the college.

File Description	Documents
Paste link for additional information	<a href="#">No additional information.</a>
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
398	23

File Description	Documents
Any additional information	No File Uploaded

## 2.3 - Teaching- Learning Process

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

The Institution is committed to adopt student centric methods for enhancing learning experience. Qualified and experienced faculty members are maintaining quality in learning.

Following are students centric methods adopted by the institution.

The Students centric methods consists of experiential learning, participative learning and problem solving methods.

1.Participative learning programmes enable the students to be pro-active in teaching learning process.

They include:

Interactive Teaching method,Class-room Seminars, Group discussions and Quiz program.

The students are encouraged to do paper presentation in seminars, workshops and conferences organised by other colleges.

## 2. Problem solving Methods Include:

Case study analysis.

Project work.

Reasoning tests like numerical ability, aptitude test etc.

3. Experiential Learning Programmes boost the confidence of students. They include :

Study tours.

Visits to banks and Industrial units.

Motivating students to undertake lead role in conducting college functions, tours, seminars etc.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	<a href="#">No additional Information.</a>

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

The institution encourages ICT enabled teaching to promote quality in teaching-learning process. The Institution provides all facilities required to implement ICT enabled teaching methods. The class rooms are well equipped with LCD projectors and automatic screen. Laptops, Pen Drives and other computer components are provided to the faculty members whenever necessary.

The ICT enabled innovative teaching methods attracted the students towards classrooms and they learned very interestingly. Also these teaching methods promote students centric learning. The students also asked to present PPT presentation in the class-room seminars. The students get an opportunity to explore their talents and get practical exposures of conducting and managing such learning environment.

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

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

#### 2.3.3.1 - Number of mentors

21

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	<a href="#">View File</a>

### 2.4 - Teacher Profile and Quality

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

23

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

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

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

4

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

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

#### 2.4.3.1 - Total experience of full-time teachers

296

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

## 2.5 - Evaluation Process and Reforms

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

The institution ensures the internal assessment is transparent and robust through the following measures:

- The evaluation process is communicated to students through the induction program.
- The internal Assessment test and university examination schedules are mentioned in the academic calendar and the same is displayed in the college notice board.
- A consolidated mark sheet of internal assessment marks are displayed on the college notice boards to enable the students to assess their performance in the internal evaluation.
- The faculty members asked by IQAC to mention the schedule of internal test in their department academic calendars.
- The faculty members prepare question papers of internal assessment well in advance and submit the same to the college examination committee. The exam committee maintains confidentiality in keeping question papers.
- The college examination committee is constituted by IQAC in the beginning of the academic year and one of the faculty members is made its chairman, and a few others are made

its members.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	<a href="#">No additional information</a>

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

The following steps are adopted for redressal of grievances of the students in internal assessment at college level:

The aim of the college is no injustice to be done to the students in the evaluation of his / her performance in internal tests and other aspects of curriculum. The college examination committee takes care of internal assessment related grievances and solve problems if any in transparent and time-bound manner.

The answer papers are shown to the students to find any errors in evaluation and necessary actions are taken to correct it. Internal marks are checked and countersigned by the students.

Re-test are conducted for the students who absent in the tests with genuine reasons.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	<a href="#">No additional information</a>

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The college IQAC drafted the programmes and course outcomes offered by the college and the same are displayed on the college website for the stakeholders such as teachers and students. weblink -<http://www.anjumancolbgm.com/wp-content/uploads/2017/12/Programs-and-Course-Outcomes.pdf>.



File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="#">No additional information</a>
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View File</a>

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

#### Course Outcomes:

**Basic Language Papers: English , Kannada, Urdu & Hindi:**

Students, at the end of the course, would be able to use International languages like English, Hindi & Urdu and regional language Kannada appropriately and with confidence for further studies in the branches of humanities.

#### Outcome of Optional Subjects:

**History / Sociology / Political Science /Economics**

**History:** The students obtain wider knowledge of facts and figures of the past and make the learner assimilate through multidisciplinary approach. It takes the learners into the intellectual forum through the study of his sense of nationalism to enable the student community to face the onslaught of communalism and casteism.

**Sociology:** The Sociology students can develop the sociological knowledge and skills that will enable them imaginatively about society and social issues. Through coursework, internships, independent studies and with faculty, the Department encourages a commitment to social justice.

**Political Science:** The students understand the basic principles of Politics including governing institutions wings and organizations, political behavior and the operation of government at both the national and state government and politics in a comparative perspective and understand government and politics in a global level.

**Economics:** Students will be familiar with introductory, canonical models of consumer and producer economy have a basic understanding

of the operation of a modern economy, be able to evaluate the effects interventions in individual markets and in the macro economy. They can Analyze operations of markets and their conditions.

BACHELOR OF COMMERCE (B.Com)

Course Modules and Their Outcomes

B.Com. I Year

I - Semester

II - Semester

- First Basic: English
- Second Basic: Any one of the following Modern Indian languages:

Kannada / Urdu / Hindi

Core Papers:

1. Financial Accounting P-I
2. Business Economics P-I
3. Business Environment
4. Secretarial Practice

For Non-Commerce Students

1. Special Account-I.
2. Special Commerce-I

Compulsory Paper: Indian Constitution

- First Basic: English
- Second Basic: Any one of the following Modern Indian languages:

Kannada / Urdu / Hindi

Core Papers:

1. Financial Accounting P-II
2. Business Economics P-II
3. Marketing Management.
4. Accounting Theory
5. Computer Application in Business P-I

For Non-Commerce Students

1. Special Account-II
2. Special Commerce-I

OUTCOMES

Students learn English, Hindi, Urdu and Kannada as basic languages in first to fourth semester and at the end of the course, they would be able to communicate by using International language English, national language Hindi & Urdu and regional language Kannada appropriately and with confidence for further studies or in professional spheres where these languages are the indispensable tool of communication.

Commerce Subjects: By studying the commerce in the first and Second semester the students can develop the understanding and skills to prepare Accounts of corporate sectors and also the knowledge in current issues in the area of accounting.

They acquire knowledge of Indian company act of 1956 and its amendments.

It helps students to acquire conceptual knowledge of financial accounting and to impart skills for recording various kinds of business transactions.

Compulsory Paper: Indian Constitution

The students obtained knowledge of fundamental Rights and Duties of Citizen, Structure & Functions of Central, and State governments, Judiciary, Legislature and Autonomous body like Election Commission.

B.Com. II Year - Course Modules

III - Semester

IV - Semester

- First Basic: English

- **Second Basic:** Any one of the following Modern Indian languages:

Kannada / Urdu / Hindi

#### Core Papers 1.Retail Management

1. Entrepreneurship development
2. Corporate Accounting-I
3. Banking Law and Practice
4. Commercial Arithmetic / Business Statistics-I
5. Industrial Economics.
6. Computer Application in Business P-I

- **First Basic:** English
- **Second Basic:** Any one of the following Modern Indian languages:

Kannada / Urdu / Hindi

#### Core Papers:

1. Financial Management.
2. Modern Business Law.
3. Corporate Accounting-II
4. Business Communication.
5. Commercial Arithmetic-II / Business Statistics.
6. International Business Economics.
7. Computer Application in Business- III

#### OUTCOMES

By studying Retail Management paper the students acquire good knowledge on retail operations. This will enable the students to become a good retail planners and decision makers and help focus on change and adoption to the change. To develop their conceptual and analytical skills to be able to manage retail operations.

Through the Banking Law and Practice paper the students develop the practical knowledge and skill related to banking functions.

The paper Entrepreneurship development provides students with cutting-edge knowledge and skills on how to successfully develop captivating products and services to solve challenging problems in a

highly uncertain environment, often under considerable time constraints with very limited resources. You will be able to apply these skills in the context of both new ventures as well as in established companies.

#### Business Communication:

To develop the ability of the students to communicate clearly and correctly in English and regional languages on the matters relevant to day to day business operation with emphases on quality of presentation. To help the students for general understanding of the various aspects of business communication and business environment of the country.

#### International Business Economics.

International Business Economics paper make the students to understand of the unique problems faced by firms engaging in international activities; the importance of understanding the foreign economic, social, political, cultural, and legal environment; the mechanics of importing and exporting; joint venture, franchising, and subsidiaries.

#### Modern Business Law.

The paper gives the students the ability to understand the parameters to assess opportunities and constraints for new business ideas. Understand the systematic process to select and screen a business idea. Design strategies for successful implementation of ideas and they can write a business plan.

#### Industrial Economics:

By studying this paper the students can understand basic models of the behaviour of firms and industrial organization and how they can be applied to policy issues. They are able to manipulate these models and be able to solve analytically problems relating to industrial economics.

**Business Statistics:** The objective of this paper is to provide an understanding for the graduate business student on statistical

concepts to include measurements of location and dispersion, probability, probability distributions, sampling, estimation, hypothesis testing, regression, and correlation analysis, multiple regression and business / economic forecasting.

Computer Application in Business:

This paper teaches the students to use standard software programs found in the workplace. Students learn to input, review, design, and present information in a productive and efficient manner.

B.Com. III Year - Course Modules

V - Semester

VI - Semester

Core Papers:

1. Management Accounting
2. Income Tax-I
3. Element of Costing-I
4. Small Business and Economic Development.
5. Computer Application P- IV
6. Group-I Finance & Taxation:

1. Indian Financial Market-I

Goods & Services Taxes-I

Core Papers:

1. Modern Auditing and Practices
2. Income Taxes-II
3. Costing Methods & Techniques-II
4. Indian Economics.
5. Computer Application in Business P-V
6. Group-I Finance and Taxation

1. Indian Financial Services.

2. Goods & Services Taxes-II

## OUTCOMES

**Management Accounting:** This course provides students with an understanding of management accounting concepts related to the management functions of planning, control, and decision making.

**Income Tax:** The students can understand Income tax system properly and learn to assess the income tax of a person according to income tax provisions.

**Costing:** The students understand clearly to reduce and control the cost during the course of production because cost is a vital aspect in the modern business.

To provide knowledge about the ascertainment the profitability of each of the products and advise the management to maximize its profits.

**Small Business and Economic Development:** Through this paper students learn the financial and managerial tools economic developers use to create a climate that encourages entrepreneurial and small business development. Also, practitioners will examine the barriers they face and how communities can leverage their economic development resources.

**Modern Auditing and Practices:**

This paper gives the knowledge of examines the principles and practices of internal and external auditing. The students can be capable to understand the auditing as a component of recurrent and strategic activities, risk assessment, internal control, systems evaluation, forensic accountability, and contemporary audit issues and challenges.

**Indian Economics:** This paper teaches the students to explore a set of inter-related issues relating to the growth and development of the Indian Economy and application of Economic Theory in the context of India.

## Programme Outcomes

The B.Com. graduates can pursue Post Graduate Studies like M.Com., MBA, MCA, ICWA, ISCI, etc. After their Post Graduation, they may do M.Phil or Ph.D. and take teaching as their career in higher education institutions like Degree colleges and Universities. Other Career Options: Chartered Accountancy, Banking Services, Insurance Sectors, Marketing, Company Secretaryship, Stock Exchange Services, Tax Consultancy, Management & Planning, Entrepreneurship, Law etc.

They also eligible to study Certificate Courses of any discipline. They may appear for any competitive exams conducted by Union Public Service Commission (UPSC), Karnataka Public Service Commission (KPSC), Indian Railway Board, etc for entering into the government services.

ANJUMAN ARTS & COMMERCE COLLEGE, BELAGAVI

## M.Com. Course Outcomes

M.Com. Core Papers (Academic Year 2017-18)

(Key Indicator-2.6.1)

I - Semester

## Course Modules

### Outcomes

- Organizational Behavior.

The students understand the organizational etiquettes, group behaviour, leadership qualities and analyzing the attitude of the employees.

- Financial Management.

The students acquire the knowledge to manage the finance and financial requirements in business.

- Marketing Management.



The students learn the marketing and advertising skills, all the marketing factors and customers' behaviour.

- Managerial Economics.

The students come to know to take proper decisions in organization and day to day activities. The paper teaches all about decision making.

- Strategic Management.

The students learn to use strategies and skills in management of time and organization.

- Quantitative Technique.

It makes the students to analyze the statistical data in an organization. They learn various techniques to organize for calculating profit and risk.

## II - Semester

### Course Modules

#### Outcomes

- Corporate Restructuring.

The students obtain the knowledge of advantages and disadvantages of mergers and acquisitions; and other strategies to avoid risk

- Business Ethics and Governance.

It teaches the students about analyzing ethical issues in organization and help to understand the right and wrong things in organization.

- Managerial Accounting.

It helps the students to compare the financial statements and financial analysis.

- Business Environment.

This paper helps the students to understand the environment of enterprises, factors affecting business and fund raising in business.

- Principles and Practices of Management.

It makes the students to understand different principles of management and various skills to practice in management.

- Human Resource Development.

This paper helps the students various aspects of Human Resource development, managing human resources and develop skills in HR.

### III - Semester

#### Course Modules

#### Outcomes

- Corporate Accounting.

The students become expert in corporate account management like holding account, amalgamation etc.

- Accounting for specialized

Institution.

The students learn about the accounting like double entry system in specialized institutions.

- International Financial
- 

By this paper the students understand different countries' currencies and their conversion. Also they learn about the role of Multi National Companies role in the international financial management.

- Financial Markets and

Institutions.

Through this paper the students learn about various financial institutions like Stock Exchange , Mutual Funds etc.

- Business Research Methods

This paper helps the students to understand the research techniques, sampling etc in business research.

- Personality Development and

Communication Skill

The students get good communication skill and also they learn to develop their personality.

IV - Semester

Course Modules

Outcomes

- E-Commerce

This paper empower the students to access e-commerce requirement of a business and developing E-plants etc.

- International Business

Through this paper the students understand different dimensions of international business.

- Security Analysis and

Portfolio Management.

By this paper the students understand the portfolios and its management, also they learn about security analysis.

- Innovation in Accounting

Through this paper the students acquire the knowledge of solving current issues of organization in accounting using innovative techniques.

- Project

The students take up the project on organization and management of industries by visiting industries. By the project work the students get good practical knowledge.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="#">No additional information</a>

### 2.6.3 - Pass percentage of Students during the year

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

135

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

### 2.7 - Student Satisfaction Survey

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

[The student Satisfaction Survey was not conducted as classes were suspended by the government due to covid pandemic second wave.](#)

### RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 - Resource Mobilization for Research

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

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

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

### 3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

#### 3.1.2.1 - Number of teachers recognized as research guides

1

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

## 3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

No

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

### 3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

#### 3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

0

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.3 - Research Publications and Awards

#### 3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

##### 3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded

#### 3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

0

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

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

#### 3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

10

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.4 - Extension Activities

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

No

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

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

#### 3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	No File Uploaded

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

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

0

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

**3.4.4 - Number of students participating in extension activities at 3.4.3. above during year**

**3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year**

0

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.5 - Collaboration



### 3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

#### 3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

0

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

### 3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

3

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

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

- **Class-rooms:** The College has 15 class-rooms for effective teaching-learning purpose. The class-rooms have good ventilation and well equipped with light, fan, study tables, chairs & dusks. Five Class-rooms enabled with LCD projectors and automatic wall mound screen.

- Laptop is provided to the teaching faculties whenever necessary to conduct ppt. presentation, showing education CDs etc.
- The staff cabins are made technology enabled as they are provided computers with internet facilities.
- The college has two computer labs. One for UG students with 20 Computers and another one for PG students with 5 computers and the computer systems are connected with internet through wiremode.
- One Class-room of UG and One class room of PG are enabled with smart board facility.

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

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

#### Seminar Hall:

The Seminar hall with 100 seating capacity, with LCD projector, automatic wall mound screen, and good sound system is available to conduct seminar / symposium etc.

**Auditorium:** The college has auditorium with 500 seating capacity is available for cultural activities. The auditorium is well furnished with chairs, good sound system, video facility, LCD & Screen facility is provided when ever required, generator for uninterrupted electric supply, and separate gallery for Ladies.

**Sports:** There is a separate physical Education department with spacious office. The department has Indoor and out-door sports equipments. The department has the following sports facilities -Football, Hockey, Volleyball, Basket Ball. Etc.

**Yoga:** The department of Physical Education takes the responsibility of practicing and creates awareness about yoga among the students and staff.

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

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

6

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

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

The Library is partially automated. Library software E-lib has been installed to regulate library day to day activities. Integrated

**Library Management System (ILMS) is not in use.**

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

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

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

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

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

0.05

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

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

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

25

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded

### 4.3 - IT Infrastructure

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

College IT facilities are updated whenever it is necessary.

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

### 4.3.2 - Number of Computers

48

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	No File Uploaded

### 4.3.3 - Bandwidth of internet connection in the Institution E. < 5MBPS

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

### 4.4 - Maintenance of Campus Infrastructure

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

There is no established system and procedures for maintaining college infrastructure facilities. The management carried out the maintenance of infrastructure facilities whenever it is required.

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

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

30

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

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

E. none of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

0

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

0

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

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

C. Any 2 of the above

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

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year



0

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	<a href="#">View File</a>

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

#### 5.2.2.1 - Number of outgoing student progression to higher education

6

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

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

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

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

### 5.3 - Student Participation and Activities

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

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

0

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

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

- The college has a 'Student Council' that comprises a General Secretary (G.S.) Ladies Representative (L.R.) and Class Representatives (C.Rs). The college IQAC after a wide consultation with the students and staff, it nominates the G.S., L.R., and C.Rs and forms the college Students-Council.
- The college Students Council meets whenever necessary arises and discuss the students grievances and their welfare. The students-council places its grievances and recommendation to the college IQAC for redressal.
- The college ensures the students' participation in academic and administrative work of the college by nominating them to various college committees. The students are nominated to the following college committees:
  - College IQAC.
  - Department Planning Forums.
  - College Cultural Activities Committee.
  - College Ladies Association.
  - College Sports Committee.

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

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

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

0

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

## 5.4 - Alumni Engagement

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

The college 'Alumni Association' was established in 2004 and it is registered. Reg Number: DRBG / SOR / 1165 / 2018-19. The Association activities are as follows: • Having Executive Committee and General body meetings once in a year. • The office bearers of the Association are visiting the college and participate in the college Sports and Cultural activities functions and extend their help. • The Alumni Association members extend help to the financially poor students to pay their admission examination fees. • The Alumni Association felicitate highest marks scoring students in the university examinations to encourage the students in the academic fields. • A few members of college Alumni Association are included in the college IQAC and Department Planning Forums, that enable them (Alumni) to participate in the college activities regularly.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

File Description	Documents
Upload any additional information	No File Uploaded

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

#### 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.

Yes, the governance of the institution is reflective and tune with the vision and mission of the intitiution. Since from the establishment the institution, the minority communities and downtrodden people of this region benifited from this college. They availed their higher education from this institution. Always, the mojority of the students of this college belonged to minority and downtrodden communities from this region.

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

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

The Anjuman-E-Islam, District Belgaum- is the governing body of the College. The managing committee of the college comprises the following office bearers. President, Vice-President, Secretary and Joint-Secretary and Treasure. The Principal of the college is the ex-officio member of the management. The management is the Instrumental in defining the quality policy and in providing the require Infrastructure, finance and recruitment of faculty. The Principal as the ex-officio secretary provides to the management the required data received from the state government, central government, the UGC, the affiliating University and other concerned administrative and academic bodies. The information available from stakeholders is analyzed on the basis of which the college managing committee in consultation with the principal takes decisions of quality policies for enhancement of better teaching learning environment. The every day administration of the college is handled by the principal inconsultation with the heads of the departments and administrative office staff. The department heads decide matters related to Curricular and co-curricular activities of the department in consultation with the principal.

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

## 6.2 - Strategy Development and Deployment

## 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

- The institution has a 'quality policy' on imparting education to change the life of downtrodden people especially the SC / ST / OBC / Minorities through higher education.
- The Quality Policy of the institution had been developed by the founder managing committee of this institution with the aim of promoting the downtrodden especially the Muslim Minority Community as they are most backward class educationally and economically in this region.
- The management society had driven this inspiration of uplifting under privileged to the main stream from our constitution and the same is deployed for the commitment of the management to general public to improve the life standard of SC / ST / OBC / Minority people.
- The Formal Quality Policy of the Management has been reviewed then and now because of the challenges that faced in the competitive and dynamic world and changes are incorporated when needed in the Quality Policy.
- Every effort is made to train and develop the skills and creative thinking of the learners in order to excel in their chosen field and to provide the nation with skilled human resources.
- Perspective Plan:
- The college IQAC prepares the prospective Institutional Plan at the beginning of every academic year. The IQAC consults the faculty members, non-teaching staff and students representatives before the preparation of perspective plan.
- The IQAC analyzes the UGC Scheme, guidelines from Directorate of Collegiate education; Government of Karnataka and direction from the management and prepare the perspective plan of the institution.
- In the perspective plan the IQAC gives focus on Teaching-Learning and research activities of the institution.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

- The Anjuman-E-Islam, District: Belgaum is the Governing Council with President, Vice-President, Secretary, Joint-Secretary and Treasurer to look after the administration of institution.
- The principal as the ex-officio member participates the governing council meetings and gives inputs of the institution's administration. Also he provides data received from the state and Central governments, the Affiliating University, the UGC and other academic and non-academic bodies.
- The day to day administrative decisions of the institution are handled by the principal in consultation with the management. The decisions regarding curriculum-teaching and other activities of the department- the respective departments' heads decide in consultation with the principal.
- The administrative staff of the college look after the work related to secretarial support and maintaining records pertaining to the service records of the staff and salary matters of aided and unaided staff.
- The college IQAC-with the Principal as its chairperson and other stakeholders as its members play a vital role in designing and implementing academic and administrative activities which helps to sustain and enhance the quality of the institution.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	No File Uploaded

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

**C. Any 2 of the above**

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

The management encourages and supports the staff (Teaching and Non-teaching) for their contribution towards the efficiency of the institutional process by the following ways:

- The management provides service benefits like promotions, yearly increment, and sanctioning of leave in time.
- Providing salary certificate and under taking for banks to get cash loans.
- Nominating them as chairperson and member of various committees on rotation basis to expose their talent.
- Allowing them to attend academic events conducted by other institutions.
- Suitable appreciations are given to them at college functions for their academic achievements.

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

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

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

0



File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

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

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

0

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

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

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

1

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

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

The institution takes the appraisal system of its teaching and non-teaching staff yearly in the prescribed format issued by the government / statutory body.

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

### 6.4 - Financial Management and Resource Mobilization

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

- The college accounts are audited by internal and external auditors. The internal audit is done by the college accountant. The external audit is done by the management appointed auditor.
- The Annual Audit reports on the college accounts are placed before the management committee for approval.
- The college account is audited by an auditor from Indian Audit and Accounts department

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

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

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

0

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

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

The institution mobiliz its funds through fees from the students, UGC funds and salary grants from state government. The institution prepare its budget and utilizes the funds available completely.

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

### 6.5 - Internal Quality Assurance System

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

- The college established its Internal Quality Assurance Cell (IQAC) in the year 2004.
- The institution has the Commitment of providing quality education to its students and makes them to meet the needs of

global market and responsible citizen the country.

- The management of the institution is ensuring the quality to the stakeholders of college through the effective functioning of the college IQAC.
- The college IQAC with the Principal of the institution as its Chairperson and comprising of all stakeholders such as faculty members, students, Alumni, Parents and managing committee member works to enhance the quality education provided comprehensively.
- The college IQAC prepares prospective plans and takes steps to implement them for quality enhancement. It collects inputs from various departments and committees, analyses the same and place it to the management committee for further action of measures in quality improvement of the institution.

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

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

The college has a mechanism to continuous review of teaching, learning process by the following methods:

- The college Principal regularly visits to the college class-rooms and informally collect feed-back on the teachers' performances and give proper guidance to the teachers who requires training to deliver quality education.
- The results of First Internal Assessment Tests are analyzed and discussed with the department heads and advised to take necessary actions to improve the results if the result is poor.
- The Second Internal Assessment Tests results also analysed and poor performers are advised to align with the study environment.
- Students' Feed-back is taken at the end of every semester on the teachers' performances and teaching methods. The Feed-back's analyses are discussed with the departments' heads and

necessary actions are taken.

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

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

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

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

#### 1.Safety and Security:

CCTV Cameras have been installed on open space of campus area and in building verandas for better surveillances for safety and security of girl-students.

Anti-Sexual Harassment Cell is functioning with senior lady-teaching staff for safety and security of girl students.

Anti-Ragging committee is in force to prevent eve-teasing activities and other sexual harassments.

2) Counselling: The college Ladies' Association gives necessary guidance to the girl-students through a proper counseling. 3) Common Room: Common Room facility is available for girl-students for their personal use.

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

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

**D. Any 1 of the above**

File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	No File Uploaded

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

The institution has no formal waste management system. The college hand overs all kinds of waste to the city corporation waste management people.

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

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

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

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:** **B. Any 3 of the above**

- 1. Restricted entry of automobiles**
- 2. Use of bicycles/ Battery-powered vehicles**
- 3. Pedestrian-friendly pathways**
- 4. Ban on use of plastic**
- 5. Landscaping**

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

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

**7.1.6.1 - The institutional environment and energy initiatives are confirmed through the** **E. None of the above**

**following 1.Green audit 2. Energy audit  
3.Environment audit 4.Clean and green  
campus recognitions/awards 5. Beyond the  
campus environmental promotional activities**

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

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

**E. None of the above**

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

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

**The social science and language departments organise class room**



level programmes to create tolerance and harmony towards cultural, regional, linguistic, communal socio-economic and other diversities.

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

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

The department of Political Science conducts Constitution Day, Human Rights Day etc to sensitize the students about their constitutional obligations, values, rights, duties and responsibilities as a citizen of India.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

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

**C. Any 2 of the above**

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

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

The institution generally celebrates many national and international commemorative days and events but during the academic year 2020-21 only Independence Day , Republic Day and National Education Day celebrations were held in the campus. The other Days / Events / Festivals were not held due to safety measures taken on account of covid19 pandemic situation.

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

## 7.2 - Best Practices

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

### BEST PRACTICE-I

#### 1. Title of the Best Practice: Department Planning Forum

#### 1. Goals and Objective:

- To plan and implement curricular and co-curricular activities of the subject department to enhance the quality of their performance.
- To share the responsibility of implementing quality

enhancement activities with the college IQAC.

- To involve the faculty, current students and alumni of the college in quality assurance activities of the department.
- To avail external expertise knowledge and service to enhance the quality assurance activities of the department.

1. **The Context:** Teaching, Learning & Evaluation is one of the important NAAC assessment parameters and its score would be a deciding factor in obtaining a good grade for any institution. So, the college IQAC wants to accelerate the teaching - learning - Evaluation activities through the subject departments' activities. In this context the college IQAC evolved an idea of 'Department Planning Forum' to plan and execute teaching and learning enhancement activities for providing quality education to the students who are the primary stakeholder of any institution.

It is a challengeable job of any institution to train its students to face the existing global competency to secure their future. Keeping this in mind the 'Department Planning Forum' frames its students' centric activities that help the students to develop their personality.

1. **The Practice:** The Teaching-Learning-Evaluation process is the main criterion in the NAAC process. To enhance the teaching -learning and evaluation process, the college IQAC evolved an idea of creating 'Department Planning Forum' to design and implement the academic activities of the departments.

**Composition of Department Planning Forum (DPF):**

The DPF comprises the department faculty members, a few current students, some Alumni of the college, one subject expert and the college Principal as its mentor. The senior faculty of the department would be the 'Chairperson' of the DPF.

The college IQAC with the consultation of the department faculty members forms DPF for every department in the beginning of every academic year. The chairperson of the DPF convenes its meeting in the first month of the academic year. The Forum designs its plan of co-curricular activities in such a way that the students could understand all the aspects of their curriculum and the plan would develop the students' personality to meet the competency in the field of job hunting.

**The Agenda of the DPF's meeting in the beginning of the academic**

year would be as follows:

1. Presentation of the Annual Report on the previous year department activities.
2. Overview on current syllabus prescribed by the affiliating university.
3. Proposal by the members for the current academic year co-curricular activities.
4. Discussion on the proposals.
5. Framing the academic calendar for the current academic year.

All the departments should submit their DPF's academic calendars to the college IQAC. The college IQAC monitors the implementation of DPF's decisions by the respective departments.

#### 1. Evidence of Success:

The concept 'Department Planning Forum' has been working well in the institution. The DPF plays very important role in enhancement of quality education of the institution. It accelerates the spirit of team work as it comprises core stakeholder of the institution i.e. Faculty members, Students and Alumni.

The DPF prepares its academic calendar with well thought out manner. The students get good theoretical and practical knowledge through the co-curricular activities such as Class-room seminar, group discussion, syllabus based objective test & quiz program, guest lecture program, project work, field study and study tour. The co-curricular activities of the department immensely enrich the students in the subject and academic skills.

#### 1. Problems Encountered and Resources Required:

The best practice Department Planning Forum did not encounter any major problems; however we faced some minor problems while implementing the scheme. They were: 1) Getting suitable subject experts on honorary basis 2) Absence of subject experts and Alumni at the time of DPF meetings some time. 3) Time constraint makes it impossible to implement all activities in the DPF's academic calendar.

Functioning of DPF does not have much financial implications. The subject experts render their service on honorary basis. The college bears the major expenses of implementation of the activities and the department faculty members bear the minor expenses incurred during the meetings.

1. Note: The Department Planning Forum is a novel one designed by the college IQAC. It brings together the important institution's stakeholders to work enthusiastically. The affiliating university of the college should recognize such a body formally and consider their academic views while framing curriculum syllabus.

## BEST PRACTICES - II

1) Title of the Best Practice: 'ADOPT FOR EXCEL'

2) Objectives of the Practice:

The following are the objectives of this best practice 'Adopt for Excel':-

1. To give personal attention to the students for their overall development.
2. To maintain teacher-student relation constantly.
3. To maintain continuous observation on the academically weaker students during their course time.
4. To excel the weak students in their personality development through personal counseling.
5. To establish the link of Teachers-Students-Parents for creating family atmosphere that helps mutual understanding between the important stakeholders of the institution.

Through this practice the institution would like to create disciplined, knowledgeable and value based character among the students.

3) The Context:

The best practice named 'Adopt for Excel' has been formulated by the college IQAC on the context of providing quality education with Mother- Care to the students who belonged to socially marginalized and economically backward students. Since its establishment the institution works for the upliftment of downtrodden and economically backward minority students with the vision of 'an educated, vibrant and pro-active society'. To materialize our vision the college IQAC devised this 'Adopt for Excel' program.

4) Practice:

The students are the most important stakeholder of any educational institution. So, it is a commitment of the institution to promote

its students through personal care. Under the scheme 'Adopt for Excel', every faculty member take personal care of a particular number of students on their regularity of attending classes, performance in Internal Assessment Tests, participation of curricular and co-curricular activities, counseling on their personal issues and meeting with their parents.

After the completion of admission, the faculty members identify a particular numbers of students of their choice for adoption under the scheme. The mentor faculty prepares the list of his / her adopted students with their roll no and contact details. A meeting will be conducted by the mentor faculty with his / her mentees to understand their academic profile and personal issues for regular Counselling. The mentor invites the mentees' parents if necessary to give guidance in connection to their wards' progress.

#### 5) Evidence of Success:

The scheme 'Adopt for Excel' achieved its target through the college IQAC's systematic implementation. Regularity in attending classes, performance in Internal Assessment tests, participation in co-curricular activities such as class room seminar, field study and preparation of project work are used as benchmarks to asses the mentee's improvement.

The mentor faculty established a good teacher-student friendly relation with the mentees and developed their personality by giving proper guidance in all aspects of academic and co-curricular matters.

The adopted students manifested their hidden talents and personality through the Adopt for Excel program which is implemented by the college IQAC.

#### 6) Problems encountered and Resources required:

The scheme did not encounter any problems specifically as it is friendly based, development oriented scheme. It enjoyed unprecedented support from the students and parents. The faculty members have done their charity through the scheme by paying mentees' admission and examination fees partially. There is no separate fund maintained for the scheme as it has no financial implications involved.

7) Note: The scheme 'Adopt for Excel' has generated a good friendly relationship between the faculty, students and parents. It created a

level of confidence among the students who have come from economically and educationally poor family.

•

Contact details:

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

Contact No: 0831-2001826

Prof. M.Maheen,

Associate Professor

Name of the institution:

Anjuman Arts and Commerce College, Belagavi.

City: Belagavi. PIN: 590010.

Accredited Status: B (Third Cycle)

Land Phone: 0831-2001827

Mobile: 9844041532

Website: [www.anjumancolbgm.com](http://www.anjumancolbgm.com)

Mobile: 9844041532

Email: [anjumancollegebgm@yahoo.com](mailto:anjumancollegebgm@yahoo.com)

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

### 7.3 - Institutional Distinctiveness

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

The Anjuman Arts Commerce College, Belgaum, a full-fledged higher

education institution is serving for the last 39 years with the mission of improving the life standard of the students in general and the students belonging to minority and downtrodden communities in particular, of this region through value based education. To achieve its vision and mission the institution formulated some goals and objectives such as:

- To create healthy atmosphere for the development of education among the underprivileged youths.
- To provide a quality education without any discrimination of caste and creed.
- Empowerment of women through higher education.
- To develop religious-harmony through cultural activities.

The institution has given priority to the empowerment of minority and downtrodden students especially the girls students through quality education. For the purpose the institution formulated minority and downtrodden community oriented poor-friendly policy and implemented it successfully.

They were: 1. Collecting only university and government prescribed fees from the students. 2. No donations are collected from the students. 3. Personal care is given to slow learners and necessary help extended by the faculty members to meet their academic expenses such as paying of admission and examination fees. 4. Minority scholarships from government and institution scholarships are made available to them.



## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

The college implements the curriculum which is designed by its affiliated university i.e. Rani Channamma University, Belagavi effectively in well planned and documented process. All the subject departments make available of the Syllabus copies to the students before starting regular classes. All the faculty members prepare 'Teaching Plan' of their respective courses on the basis of the syllabus and teaching days of the college for timely completion of the syllabus. The classes are conducted according to the teaching plan and the same is recorded in the 'Work Diary' which is maintained by the faculty members.

All the departments of the College have the 'Department Planning Forum' (DPF). In the beginning of the academic year the DPF meetings are conducted in which the department Academic Calendar is prepared. The Academic Calendar has the plan schedules of the Co-curricular activities and the same is implemented for the effective curriculum delivery. The following cocurricular activities are conducted: 1) Class-Room Seminars 2) Home-Assignment writing 3) Group Discussion 3) Syllabus based Objective Type Tests 4) Guest Lecture Programmes 5) Syllabus based Quiz Programmes 6) Field Study 7) Study Tours 8) Industrial Visits. Apart from these activities, Remedial classes for slow learners and Enrichment Classes for advance learners are conducted.

The college IQAC monitors the implementation and documentation of the curriculum delivery, and guide the faculty members wherever necessary.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	<a href="#">No Additional Information</a>

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

The college IQAC prepares the Academic Calendar of the institution which includes the curricular, cocurricular and extra curricular activities and the schedules of Internal Assessment Tests. All the efforts are taken to implement the Institution's Academic Calendar effectively with the support of all the faculty members and other supporting staff.

As a part of Continuous Internal Evaluation, the institution conducts Internal Assessment Tests as per the affiliated university guidelines. Accordingly, two IA tests are conducted, first test is conducted after eight weeks from the commencement of classes and second IA tests after sixteen weeks from the commencement of the classes. The schedules of the IA test are mentioned in the college academic calendar and the same is circulated among the students, hence the students are informed well in advance about the Internal Evaluation schedules of the college.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="#">No Additional Information</a>

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

**B. Any 3 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 1.2 - Academic Flexibility

**1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented****1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented**

3

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

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

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

0

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

**1.3 - Curriculum Enrichment**

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

The institution is affiliated to the Rani Channamma University, Belagavi and the university prescribed syllabus (curriculum) is taught to the students. The institution has no power to integrate any matters to university prescribed curriculum. However, the university curriculum has addressed issues like professional ethics, gender, human values, environment matters etc in its curriculum.

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

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

1

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	<a href="#">View File</a>

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

12

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

#### 1.4 - Feedback System

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

**C. Any 2 of the above**

File Description	Documents
URL for stakeholder feedback report	<a href="#">Feedback reports have not been uploaded college website.</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<b>No File Uploaded</b>
Any additional information	<b>No File Uploaded</b>

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

**B. Feedback collected, analyzed and action has been taken**

File Description	Documents
Upload any additional information	<b>No File Uploaded</b>
URL for feedback report	<a href="#">Feedback Reports have not been uploaded on the college website.</a>

#### TEACHING-LEARNING AND EVALUATION

##### 2.1 - Student Enrollment and Profile

**2.1.1 - Enrolment Number Number of students admitted during the year**

**2.1.1.1 - Number of students admitted during the year**

**398**

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

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

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

380

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

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

The college departments conduct 'Induction Test' to check the depth of Students' knowledge in their subject offered. The departments prepare students profile on the basis of Induction tests. Accordingly the average, above average and below average students are identified. Remedial classes for below average students and Enrichment classes for above average students are conducted. The college conducts 'Induction Analyses' for newly admitted students in the first year to check and identify their field of interest and other academic sports & extra curricular activities. According to Induction test findings the students are directed to participate in the programs of various wings and organizations of the college.

File Description	Documents
Paste link for additional information	<a href="#">No additional information.</a>
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
398	23

File Description	Documents
Any additional information	No File Uploaded

### 2.3 - Teaching- Learning Process

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

The Institution is committed to adopt student centric methods for enhancing learning experience. Qualified and experienced faculty members are maintaining quality in learning.

Following are students centric methods adopted by the institution.

The Students centric methods consists of experiential learning, participative learning and problem solving methods.

1.Participative learning programmes enable the students to be pro-active in teaching learning process.

They include:

Interactive Teaching method,Class-room Seminars, Group discussions and Quiz program.

The students are encouraged to do paper presentation in seminars, workshops and conferences organised by other colleges.

2.Problem solving Methods Include:

Case study analysis.

Project work.

Reasoning tests like numerical ability, aptitude test etc.

3.Experiential Learning Programmes boost the confidence of students. They include :

Study tours.

Visits to banks and Industrial units.

Motivating students to undertake lead role in conducting college functions, tours, seminars etc.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	<a href="#">No additional Information.</a>

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

The institution encourages ICT enabled teaching to promote quality in teaching-learning process. The Institution provides all facilities required to implement ICT enabled teaching methods. The class rooms are well equipped with LCD projectors and automatic screen. Laptops, Pen Drives and other computer components are provided to the faculty members whenever necessary.

The ICT enabled innovative teaching methods attracted the students towards classrooms and they learned very interestingly. Also these teaching methods promote students centric learning. The students also asked to present PPT presentation in the class-room seminars. The students get an opportunity to explore their talents and get practical exposures of conducting and managing such learning environment.

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

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

**2.3.3.1 - Number of mentors**

21



File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	<a href="#">View File</a>

## 2.4 - Teacher Profile and Quality

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

23

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

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

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

4

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

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

#### 2.4.3.1 - Total experience of full-time teachers

296	
File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>
<b>2.5 - Evaluation Process and Reforms</b>	
2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.	
<p>The institution ensures the internal assessment is transparent and robust through the following measures:</p> <ul style="list-style-type: none"> <li>• The evaluation process is communicated to students through the induction program.</li> <li>• The internal Assessment test and university examination schedules are mentioned in the academic calendar and the same is displayed in the college notice board.</li> <li>• A consolidated mark sheet of internal assessment marks are displayed on the college notice boards to enable the students to assess their performance in the internal evaluation.</li> <li>• The faculty members asked by IQAC to mention the schedule of internal test in their department academic calendars.</li> <li>• The faculty members prepare question papers of internal assessment well in advance and submit the same to the college examination committee. The exam committee maintains confidentiality in keeping question papers.</li> <li>• The college examination committee is constituted by IQAC in the beginning of the academic year and one of the faculty members is made its chairman, and a few others are made its members.</li> </ul>	
File Description	Documents
Any additional information	No File Uploaded
Link for additional information	<a href="#">No additional information</a>
2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient	
The following steps are adopted for redressal of grievances of the students in internal assessment at college level:	

The aim of the college is no injustice to be done to the students in the evaluation of his / her performance in internal tests and other aspects of curriculum. The college examination committee takes care of internal assessment related grievances and solve problems if any in transparent and time-bound manner.

The answer papers are shown to the students to find any errors in evaluation and necessary actions are taken to correct it. Internal marks are checked and countersigned by the students.

Re-test are conducted for the students who absent in the tests with genuine reasons.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	<a href="#">No additional information</a>

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The college IQAC drafted the programmes and course outcomes offered by the college and the same are displayed on the college website for the stakeholders such as teachers and studetns. weblink -<http://www.anjumancolbgm.com/wp-content/uploads/2017/12/Programs-and-Course-Outcomes.pdf>.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="#">No additional information</a>
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View File</a>

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

### Course Outcomes:

Basic Language Papers: English , Kannada, Urdu & Hindi:

Students, at the end of the course, would be able to use International languages like English, Hindi & Urdu and regional

language Kannada appropriately and with confidence for further studies in the branches of humanities.

Outcome of Optional Subjects:

History / Sociology / Political Science /Economics

**History:** The students obtain wider knowledge of facts and figures of the past and make the learner assimilate through multidisciplinary approach. It takes the learners into the intellectual forum through the study of his sense of nationalism to enable the student community to face the onslaught of communalism and casteism.

**Sociology:** The Sociology students can develop the sociological knowledge and skills that will enable them imaginatively about society and social issues. Through coursework, internships, independent studies and with faculty, the Department encourages a commitment to social justice.

**Political Science:** The students understand the basic principles of Politics including governing institutions wings and organizations, political behavior and the operation of government at both the national and state government and politics in a comparative perspective and understand government and politics in a global level.

**Economics:** Students will be familiar with introductory, canonical models of consumer and producer economy have a basic understanding of the operation of a modern economy, be able to evaluate the effects interventions in individual markets and in the macro economy. They can Analyze operations of markets and their conditions.

BACHELOR OF COMMERCE (B.Com)

Course Modules and Their Outcomes

B.Com. I Year

I - Semester

II - Semester

- First Basic: English

- **Second Basic:** Any one of the following Modern Indian languages:

Kannada / Urdu / Hindi

**Core Papers:**

1. Financial Accounting P-I
2. Business Economics P-I
3. Business Environment
4. Secretarial Practice

**For Non-Commerce Students**

1. Special Account-I.
2. Special Commerce-I

**Compulsory Paper: Indian Constitution**

- **First Basic:** English
- **Second Basic:** Any one of the following Modern Indian languages:

Kannada / Urdu / Hindi

**Core Papers:**

1. Financial Accounting P-II
2. Business Economics P-II
3. Marketing Management.
4. Accounting Theory
5. Computer Application in Business P-I

**For Non-Commerce Students**

1. Special Account-II
2. Special Commerce-I

**OUTCOMES**

Students learn English, Hindi, Urdu and Kannada as basic languages in first to fourth semester and at the end of the course, they would be able to communicate by using International language English, national language Hindi & Urdu and regional

language Kannada appropriately and with confidence for further studies or in professional spheres where these languages are the indispensable tool of communication.

**Commerce Subjects:** By studying the commerce in the first and Second semester the students can develop the understanding and skills to prepare Accounts of corporate sectors and also the knowledge in current issues in the area of accounting.

They acquire knowledge of Indian company act of 1956 and its amendments.

It helps students to acquire conceptual knowledge of financial accounting and to impart skills for recording various kinds of business transactions.

**Compulsory Paper: Indian Constitution**

The students obtained knowledge of fundamental Rights and Duties of Citizen, Structure & Functions of Central, and State governments, Judiciary, Legislature and Autonomous body like Election Commission.

**B.Com. II Year - Course Modules**

**III - Semester**

**IV - Semester**

- **First Basic: English**
- **Second Basic: Any one of the following Modern Indian languages:**

**Kannada / Urdu / Hindi**

**Core Papers 1.Retail Management**

1. Entrepreneurship development
2. Corporate Accounting-I
3. Banking Law and Practice
4. Commercial Arithmetic / Business Statistics-I
5. Industrial Economics.
6. Computer Application in Business P-I

- **First Basic: English**

- **Second Basic:** Any one of the following Modern Indian languages:

Kannada / Urdu / Hindi

**Core Papers:**

1. Financial Management.
2. Modern Business Law.
3. Corporate Accounting-II
4. Business Communication.
5. Commercial Arithmetic-II / Business Statistics.
6. International Business Economics.
7. Computer Application in Business- III

**OUTCOMES**

By studying Retail Management paper the students acquire good knowledge on retail operations. This will enable the students to become a good retail planners and decision makers and help focus on change and adoption to the change. To develop their conceptual and analytical skills to be able to manage retail operations.

Through the Banking Law and Practice paper the students develop the practical knowledge and skill related to banking functions.

The paper Entrepreneurship development provides students with cutting-edge knowledge and skills on how to successfully develop captivating products and services to solve challenging problems in a highly uncertain environment, often under considerable time constraints with very limited resources. You will be able to apply these skills in the context of both new ventures as well as in established companies.

**Business Communication:**

To develop the ability of the students to communicate clearly and correctly in English and regional languages on the matters relevant to day to day business operation with emphases on quality of presentation. To help the students for general understanding of the various aspects of business communication and business environment of the country.

### International Business Economics.

International Business Economics paper make the students to understand of the unique problems faced by firms engaging in international activities; the importance of understanding the foreign economic, social, political, cultural, and legal environment; the mechanics of importing and exporting; joint venture, franchising, and subsidiaries.

### Modern Business Law.

The paper gives the students the ability to understand the parameters to assess opportunities and constraints for new business ideas. Understand the systematic process to select and screen a business idea. Design strategies for successful implementation of ideas and they can write a business plan.

### Industrial Economics:

By studying this paper the students can understand basic models of the behaviour of firms and industrial organization and how they can be applied to policy issues. They are able to manipulate these models and be able to solve analytically problems relating to industrial economics.

**Business Statistics:** The objective of this paper is to provide an understanding for the graduate business student on statistical concepts to include measurements of location and dispersion, probability, probability distributions, sampling, estimation, hypothesis testing, regression, and correlation analysis, multiple regression and business / economic forecasting.

### Computer Application in Business:

This paper teaches the students to use standard software programs found in the workplace. Students learn to input, review, design, and present information in a productive and efficient manner.

B.Com. III Year - Course Modules



V - Semester

VI - Semester

Core Papers:

1. Management Accounting
2. Income Tax-I
3. Element of Costing-I
4. Small Business and Economic Development.
5. Computer Application P- IV
6. Group-I Finance & Taxation:

1. Indian Financial Market-I

Goods & Services Taxes-I

Core Papers:

1. Modern Auditing and Practices
2. Income Taxes-II
3. Costing Methods & Techniques-II
4. Indian Economics.
5. Computer Application in Business P-V
6. Group-I Finance and Taxation

1. Indian Financial Services.

2. Goods & Services Taxes-II

OUTCOMES

**Management Accounting:** This course provides students with an understanding of management accounting concepts related to the management functions of planning, control, and decision making.

**Income Tax:** The students can understand Income tax system properly and learn to assess the income tax of a person according to income tax provisions.

**Costing:** The students understand clearly to reduce and control the cost during the course of production because cost is a vital aspect in the modern business.

To provide knowledge about the ascertainment the profitability of each of the products and advise the management to maximize its profits.

**Small Business and Economic Development:** Through this paper students learn the financial and managerial tools economic developers use to create a climate that encourages entrepreneurial and small business development. Also, practitioners will examine the barriers they face and how communities can leverage their economic development resources.

**Modern Auditing and Practices:**

This paper gives the knowledge of examines the principles and practices of internal and external auditing. The students can be capable to understand the auditing as a component of recurrent and strategic activities, risk assessment, internal control, systems evaluation, forensic accountability, and contemporary audit issues and challenges.

**Indian Economics:** This paper teaches the students to explore a set of inter-related issues relating to the growth and development of the Indian Economy and application of Economic Theory in the context of India.

**Programme Outcomes**

The B.Com. graduates can pursue Post Graduate Studies like M.Com., MBA, MCA, ICWA, ISCI, etc. After their Post Graduation, they may do M.Phil or Ph.D. and take teaching as their career in higher education institutions like Degree colleges and Universities. Other Career Options: Chartered Accountancy, Banking Services, Insurance Sectors, Marketing, Company Secretaryship, Stock Exchange Services, Tax Consultancy, Management & Planning, Entrepreneurship, Law etc.

They also eligible to study Certificate Courses of any discipline. They may appear for any competitive exams conducted by Union Public Service Commission (UPSC), Karnataka Public Service Commission (KPSC), Indian Railway Board, etc for entering into the government services.

ANJUMAN ARTS & COMMERCE COLLEGE, BELAGAVI

M.Com. Course Outcomes

M.Com. Core Papers (Academic Year 2017-18)

(Key Indicator-2.6.1)

I - Semester

Course Modules

Outcomes

- Organizational Behavior.

The students understand the organizational etiquettes, group behaviour, leadership qualities and analyzing the attitude of the employees.

- Financial Management.

The students acquire the knowledge to manage the finance and financial requirements in business.

- Marketing Management.

The students learn the marketing and advertising skills, all the marketing factors and customers' behaviour.

- Managerial Economics.

The students come to know to take proper decisions in organization and day to day activities. The paper teaches all about decision making.

- Strategic Management.

The students learn to use strategies and skills in management of time and organization.

- Quantitative Technique.

It makes the students to analyze the statistical data in an organization. They learn various techniques to organize for calculating profit and risk.

## II - Semester

### Course Modules

#### Outcomes

- Corporate Restructuring.

The students obtain the knowledge of advantages and disadvantages of mergers and acquisitions; and other strategies to avoid risk

- Business Ethics and Governance.

It teaches the students about analyzing ethical issues in organization and help to understand the right and wrong things in organization.

- Managerial Accounting.

It helps the students to compare the financial statements and financial analysis.

- Business Environment.

This paper helps the students to understand the environment of enterprises, factors affecting business and fund raising in business.

- Principles and Practices of Management.

It makes the students to understand different principles of management and various skills to practice in management.

- Human Resource Development.

This paper helps the students various aspects of Human Resource development, managing human resources and develop skills in HR.

### III - Semester

#### Course Modules

#### Outcomes

- Corporate Accounting.

The students become expert in corporate account management like holding account, amalgamation etc.

- Accounting for specialized

#### Institution.

The students learn about the accounting like double entry system in specialized institutions.

- International Financial
- 

By this paper the students understand different countries' currencies and their conversion. Also they learn about the role of Multi National Companies role in the international financial management.

- Financial Markets and

#### Institutions.

Through this paper the students learn about various financial institutions like Stock Exchange , Mutual Funds etc.

- Business Research Methods

This paper helps the students to understand the research techniques, sampling etc in business research.

- Personality Development and

#### Communication Skill

The students get good communication skill and also they learn to develop their personality.

### IV - Semester

**Course Modules****Outcomes**

- **E-Commerce**

This paper empower the students to access e-commerce requirement of a business and developing E-plants etc.

- **International Business**

Through this paper the students understand different dimensions of international business.

- **Security Analysis and**

**Portfolio Management.**

By this paper the students understand the portfolios and its management, also they learn about security analysis.

- **Innovation in Accounting**

Through this paper the students acquire the knowledge of solving current issues of organization in accounting using innovative techniques.

- **Project**

The students take up the project on organization and management of industries by visiting industries. By the project work the students get good practical knowledge.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="#">No additional information</a>

**2.6.3 - Pass percentage of Students during the year****2.6.3.1 - Total number of final year students who passed the university examination during the year**

135

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

## 2.7 - Student Satisfaction Survey

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

[The student Satisfaction Survey was not conducted as classes were suspended by the government due to covid pandemic second wave.](#)

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Resource Mobilization for Research

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

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

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

#### 3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

##### 3.1.2.1 - Number of teachers recognized as research guides

1

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

### 3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

No

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

### 3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

#### 3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

0



File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.3 - Research Publications and Awards

#### 3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

##### 3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded

#### 3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

0

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

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

##### 3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

<b>10</b>	
File Description	Documents
Any additional information	<b>No File Uploaded</b>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>
<b>3.4 - Extension Activities</b>	
3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year	
<b>No</b>	
File Description	Documents
Paste link for additional information	<b>Nil</b>
Upload any additional information	<b>No File Uploaded</b>
<b>3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year</b>	
<b>3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year</b>	
<b>0</b>	
File Description	Documents
Any additional information	<b>No File Uploaded</b>
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	<b>No File Uploaded</b>
<b>3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs ) during the year</b>	
<b>3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year</b>	

0	
File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>
<b>3.4.4 - Number of students participating in extension activities at 3.4.3. above during year</b>	
<b>3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year</b>	
0	
File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>
<b>3.5 - Collaboration</b>	
<b>3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year</b>	
<b>3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year</b>	
0	
File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

**3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year****3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year**

3

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

**INFRASTRUCTURE AND LEARNING RESOURCES****4.1 - Physical Facilities**

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

- **Class-rooms:** The College has 15 class-rooms for effective teaching-learning purpose. The class-rooms have good ventilation and well equipped with light, fan, study tables, chairs & dusks. Five Class-rooms enabled with LCD projectors and automatic wall mound screen.
- Laptop is provided to the teaching faculties whenever necessary to conduct ppt. presentation, showing education CDs etc.
- The staff cabins are made technology enabled as they are provided computers with internet facilities.
- The college has two computer labs. One for UG students with 20 Computers and another one for PG students with 5 computers and the computer systems are connected with internet through wiremode.
- One Class-room of UG and One class room of PG are enabled with smart board facility.

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

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

**Seminar Hall:**

The Seminar hall with 100 seating capacity, with LCD projector, automatic wall mound screen, and good sound system is available to conduct seminar / symposium etc.

**Auditorium:** The college has auditorium with 500 seating capacity is available for cultural activities. The auditorium is well furnished with chairs, good sound system, video facility, LCD & Screen facility is provided when ever required, generator for uninterrupted electric supply, and separate gallery for Ladies.

**Sports:** There is a separate physical Education department with spacious office. The department has Indoor and out-door sports equipments. The department has the following sports facilities -Football, Hockey, Volleyball, Basket Ball. Etc.

**Yoga:** The department of Physical Education takes the responsibility of practicing and creates awareness about yoga among the students and staff.

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

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

6

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

#### 4.2 - Library as a Learning Resource

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

The Library is partially automated. Library software E-lib has been installed to regulate library day to day activities. Integrated Library Management System (ILMS) is not in use.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-

E. None of the above

<b>books Databases Remote access toe-resources</b>	
File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>
<b>4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)</b>	
<b>4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)</b>	
0.05	
File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>
<b>4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)</b>	
<b>4.2.4.1 - Number of teachers and students using library per day over last one year</b>	
25	
File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded
<b>4.3 - IT Infrastructure</b>	
4.3.1 - Institution frequently updates its IT facilities including Wi-Fi	
College IT facilities are updated whenever it is necessary.	

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

**4.3.2 - Number of Computers**

48

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	No File Uploaded

**4.3.3 - Bandwidth of internet connection in the Institution**

E. < 5MBPS

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

**4.4 - Maintenance of Campus Infrastructure**

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>



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

There is no established system and procedures for maintaining college infrastructure facilities. The management carried out the maintenance of infrastructure facilities whenever it is required.

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

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

30

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>
<b>5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills</b>	<b>E. none of the above</b>
File Description	Documents
Link to Institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>
<b>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
0	
<b>5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
0	
File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>
<b>5.1.5 - The Institution has a transparent mechanism for timely redressal of student</b>	<b>C. Any 2 of the above</b>

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

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

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	<a href="#">View File</a>

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

#### 5.2.2.1 - Number of outgoing student progression to higher education

6

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

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

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

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

**5.3 - Student Participation and Activities**

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

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

0

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

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

- The college has a 'Student Council' that comprises a General Secretary (G.S.) Ladies Representative (L.R.) and Class Representatives (C.Rs). The college IQAC after a wide consultation with the students and staff, it nominates the G.S., L.R., and C.Rs and forms the college Students-Council.
- The college Students Council meets whenever necessary arise and discuss the students grievances and their welfare. The students-council places its grievances and recommendation to the college IQAC for redressal.
- The college ensures the students' participation in academic and administrative work of the college by nominating them to various college committees. The students are nominated to the following college committees:
  - College IQAC.
  - Department Planning Forums.
  - College Cultural Activities Committee.
  - College Ladies Association.
  - College Sports Committee.

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

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

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

0

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

**5.4 - Alumni Engagement**

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

The college 'Alumni Association' was established in 2004 and it is registered. Reg Number: DRBG / SOR / 1165 / 2018-19. The Association activities are as follows: • Having Executive Committee and General body meetings once in a year. • The office bearers of the Association are visiting the college and participate in the college Sports and Cultural activities functions and extend their help. • The Alumni Association member extend help to the financially poor students to pay their admission examination fees. • The Alumni Association felicitate highest marks scoring students in the university examinations to encourage the students in the academic fields. • A few members of college Alumni Association are included in the college IQAC and Department Planning Forums, that enable them (Alumni) to participate in the college activities regularly.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

E. &lt;1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

#### 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.

Yes, the governance of the institution is reflective and in tune with the vision and mission of the institution. Since from the establishment of the institution, the minority communities and downtrodden people of this region benefited from this college. They availed their higher education from this institution. Always, the majority of the students of this college belonged to minority and downtrodden communities from this region.

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

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

The Anjuman-E-Islam, District Belgaum- is the governing body of the College. The managing committee of the college comprises the following office bearers. President, Vice-President, Secretary and Joint-Secretary and Treasure. The Principal of the college is the ex-officio member of the management. The management is the Instrumental in defining the quality policy and in providing the require Infrastructure, finance and recruitment of faculty. The Principal as the ex-officio secretary provides to the management the required data received from the state government, central government, the UGC, the affiliating University and other concerned administrative and academic bodies. The information available from stakeholders is analyzed on the basis of which the college managing committee in consultation with the principal takes decisions of quality policies for enhancement of better teaching learning environment. The every day administration of the college is handled by the principal inconsultation with the heads of the departments and administrative office staff. The department heads decide matters related to Curricular and co-curricular activities of the department in consultation with the principal.

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

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

- The institution has a 'quality policy' on imparting education to change the life of downtrodden people especially the SC / ST / OBC / Minorities through higher education.



- The Quality Policy of the institution had been developed by the founder managing committee of this institution with the aim of promoting the downtrodden especially the Muslim Minority Community as they are most backward class educationally and economically in this region.
- The management society had driven this inspiration of uplifting under privileged to the main stream from our constitution and the same is deployed for the commitment of the management to general public to improve the life standard of SC / ST / OBC / Minority people.
- The Formal Quality Policy of the Management has been reviewed then and now because of the challenges that faced in the competitive and dynamic world and changes are incorporated when needed in the Quality Policy.
- Every effort is made to train and develop the skills and creative thinking of the learners in order to excel in their chosen field and to provide the nation with skilled human resources.
- Perspective Plan:
- The college IQAC prepares the prospective Institutional Plan at the beginning of every academic year. The IQAC consults the faculty members, non-teaching staff and students representatives before the preparation of perspective plan.
- The IQAC analyzes the UGC Scheme, guidelines from Directorate of Collegiate education; Government of Karnataka and direction from the management and prepare the perspective plan of the institution.
- In the perspective plan the IQAC gives focus on Teaching-Learning and research activities of the institution.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

- The Anjuman-E-Islam, District: Belgaum is the Governing Council with President, Vice-President, Secretary, Joint-Secretary and Treasurer to look after the administration of

institution.

- The principal as the ex-officio member participates the governing council meetings and gives inputs of the institution's administration. Also he provides data received from the state and Central governments, the Affiliating University, the UGC and other academic and non-academic bodies.
- The day to day administrative decisions of the institution are handled by the principal in consultation with the management. The decisions regarding curriculum-teaching and other activities of the department- the respective departments' heads decide in consultation with the principal.
- The administrative staff of the college look after the work related to secretarial support and maintaining records pertaining to the service records of the staff and salary matters of aided and unaided staff.
- The college IQAC-with the Principal as its chairperson and other stakeholders as its members play a vital role in designing and implementing academic and administrative activities which helps to sustain and enhance the quality of the institution.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	No File Uploaded

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

C. Any 2 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

The management encourages and supports the staff (Teaching and Non-teaching) for their contribution towards the efficiency of the institutional process by the following ways:

- The management provides service benefits like promotions, yearly increment, and sanctioning of leave in time.
- Providing salary certificate and under taking for banks to get cash loans.
- Nominating them as chairperson and member of various committees on rotation basis to expose their talent.
- Allowing them to attend academic events conducted by other institutions.
- Suitable appreciations are given to them at college functions for their academic achievements.

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

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

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

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

0

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

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

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

1

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

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

The institution takes the appraisal system of its teaching and non-teaching staff yearly in the prescribed format issued by the government / statutory body.

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

#### 6.4 - Financial Management and Resource Mobilization

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

- The college accounts are audited by internal and external auditors. The internal audit is done by the college accountant. The external audit is done by the management appointed auditor.
- The Annual Audit reports on the college accounts are placed before the management committee for approval.
- The college account is audited by an auditor from Indian Audit and Accounts department

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

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

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

0

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

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

The institution mobiliz its funds through fees from the students, UGC funds and salary grants from state government. The institution prepare its budget and utilizes the funds available completely.

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

#### 6.5 - Internal Quality Assurance System

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

- The college established its Internal Quality Assurance Cell (IQAC) in the year 2004.
- The institution has the Commitment of providing quality

education to its students and makes them to meet the needs of global market and responsible citizen the country.

- The management of the institution is ensuring the quality to the stakeholders of college through the effective functioning of the college IQAC.
- The college IQAC with the Principal of the institution as its Chairperson and comprising of all stakeholders such as faculty members, students, Alumni, Parents and managing committee member works to enhance the quality education provided comprehensively.
- The college IQAC prepares prospective plans and takes steps to implement them for quality enhancement. It collects inputs from various departments and committees, analyses the same and place it to the management committee for further action of measures in quality improvement of the institution.

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

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

The college has a mechanism to continuous review of teaching, learning process by the following methods:

- The college Principal regularly visits to the college class-rooms and informally collect feed-back on the teachers' performances and give proper guidance to the teachers who requires training to deliver quality education.
- The results of First Internal Assessment Tests are analyzed and discussed with the department heads and advised to take necessary actions to improve the results if the result is poor.
- The Second Internal Assessment Tests results also analysed and poor performers are advised to align with the study environment.
- Students' Feed-back is taken at the end of every semester

on the teachers' performances and teaching methods. The Feed-back's analyses are discussed with the departments' heads and necessary actions are taken.

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

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

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

### **7.1 - Institutional Values and Social Responsibilities**

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

#### **1.Safety and Security:**

CCTV Cameras have been installed on open space of campus area and in building verandas for better surveillances for safety and security of girl-students.



Anti-Sexual Harassment Cell is functioning with senior lady-teaching staff for safety and security of girl students.

Anti-Ragging committee is in force to prevent eve-teasing activities and other sexual harassments.

2) Counselling: The college Ladies' Association gives necessary guidance to the girl-students through a proper counseling. 3) Common Room: Common Room facility is available for girl-students for their personal use.

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

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

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	No File Uploaded

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

The institution has no formal waste management system. The college hand overs all kinds of waste to the city corporation waste management people.

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

<b>7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus</b>	<b>E. None of the above</b>
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File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

<b>7.1.5 - Green campus initiatives include</b>	
<b>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</b>	<b>B. Any 3 of the above</b>
<ol style="list-style-type: none"> <li>1. Restricted entry of automobiles</li> <li>2. Use of bicycles/ Battery-powered vehicles</li> <li>3. Pedestrian-friendly pathways</li> <li>4. Ban on use of plastic</li> <li>5. Landscaping</li> </ol>	

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

<b>7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution</b>	
<b>7.1.6.1 - The institutional environment and energy initiatives are confirmed through the</b>	<b>E. None of the above</b>

**following 1.Green audit 2. Energy audit  
3.Environment audit 4.Clean and green  
campus recognitions/awards 5. Beyond the  
campus environmental promotional activities**

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

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

E. None of the above

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

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

The social science and language departments organise class room level programmes to create tolerance and harmony towards cultural, regional, linguistic, communal socio-economic and other diversities.

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

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

The department of Political Science conducts Constitution Day, Human Rights Day etc to sensitize the students about their constitutional obligations, values, rights, duties and responsibilities as a citizen of India.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

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

**C. Any 2 of the above**

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

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

The institution generally celebrates many national and international commemorative days and events but during the academic year 2020-21 only Independence Day , Republic Day and National Education Day celebrations were held in the campus. The other Days / Events / Festivals were not held due to safety measures taken on account of covid19 pandemic situation.

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

## 7.2 - Best Practices

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

### BEST PRACTICE-I

1. Title of the Best Practice: Department Planning Forum

1. Goals and Objective:

- o To plan and implement curricular and co-curricular activities of the subject department to enhance the quality of their performance.

- To share the responsibility of implementing quality enhancement activities with the college IQAC.
  - To involve the faculty, current students and alumni of the college in quality assurance activities of the department.
  - To avail external expertise knowledge and service to enhance the quality assurance activities of the department.
1. The Context: Teaching, Learning & Evaluation is one of the important NAAC assessment parameters and its score would be a deciding factor in obtaining a good grade for any institution. So, the college IQAC wants to accelerate the teaching - learning - Evaluation activities through the subject departments' activities. In this context the college IQAC evolved an idea of 'Department Planning Forum' to plan and execute teaching and learning enhancement activities for providing quality education to the students who are the primary stakeholder of any institution.

It is a challengeable job of any institution to train its students to face the existing global competency to secure their future. Keeping this in mind the 'Department Planning Forum' frames its students' centric activities that help the students to develop their personality.

1. The Practice: The Teaching-Learning-Evaluation process is the main criterion in the NAAC process. To enhance the teaching -learning and evaluation process, the college IQAC evolved an idea of creating 'Department Planning Forum' to design and implement the academic activities of the departments.

Composition of Department Planning Forum (DPF):

The DPF comprises the department faculty members, a few current students, some Alumni of the college, one subject expert and the college Principal as its mentor. The senior faculty of the department would be the 'Chairperson' of the DPF.

The college IQAC with the consultation of the department faculty members forms DPF for every department in the beginning of every academic year. The chairperson of the DPF convenes its meeting in the first month of the academic year. The Forum designs its plan of co-curricular activities in such a way that the students could understand all the aspects of their curriculum and the plan would develop the students' personality to meet the competency in the field of job hunting.

The Agenda of the DPF's meeting in the beginning of the academic year would be as follows:

1. Presentation of the Annual Report on the previous year department activities.
2. Overview on current syllabus prescribed by the affiliating university.
3. Proposal by the members for the current academic year co-curricular activities.
4. Discussion on the proposals.
5. Framing the academic calendar for the current academic year.

All the departments should submit their DPF's academic calendars to the college IQAC. The college IQAC monitors the implementation of DPF's decisions by the respective departments.

#### 1. Evidence of Success:

The concept 'Department Planning Forum' has been working well in the institution. The DPF plays very important role in enhancement of quality education of the institution. It accelerates the spirit of team work as it comprises core stakeholder of the institution i.e. Faculty members, Students and Alumni.

The DPF prepares its academic calendar with well thought out manner. The students get good theoretical and practical knowledge through the co-curricular activities such as Class-room seminar, group discussion, syllabus based objective test & quiz program, guest lecture program, project work, field study and study tour. The co-curricular activities of the department immensely enrich the students in the subject and academic skills.

#### 1. Problems Encountered and Resources Required:

The best practice Department Planning Forum did not encounter any major problems; however we faced some minor problems while implementing the scheme. They were: 1) Getting suitable subject experts on honorary basis 2) Absence of subject experts and Alumni at the time of DPF meetings some time. 3) Time constraint makes it impossible to implement all activities in the DPF's academic calendar.

Functioning of DPF does not have much financial implications. The subject experts render their service honorary basis. The college bears the major expenses of implementation of the activities and

the department faculty members bear the minor expenses incurred during the meetings.

1. Note: The Department Planning Forum is a novel one designed by the college IQAC. It brings together the important institution's stakeholders to work enthusiastically. The affiliating university of the college should recognize such a body formally and consider their academic views while framing curriculum syllabus.

## BEST PRACTICES - II

1) Title of the Best Practice: 'ADOPT FOR EXCEL'

2) Objectives of the Practice:

The following are the objectives of this best practice 'Adopt for Excel':-

1. To give personal attention to the students for their overall development.
2. To maintain teacher-student relation constantly.
3. To maintain continuous observation on the academically weaker students during their course time.
4. To excel the weak students in their personality development through personal counseling.
5. To establish the link of Teachers-Students-Parents for creating family atmosphere that helps mutual understanding between the important stakeholders of the institution.

Through this practice the institution would like to create disciplined, knowledgeable and value based character among the students.

3) The Context:

The best practice named 'Adopt for Excel' has been formulated by the college IQAC on the context of providing quality education with Mother-Care to the students who belonged to socially marginalized and economically backward students. Since its establishment the institution works for the upliftment of downtrodden and economically backward minority students with the vision of 'an educated, vibrant and pro-active society'. To materialize our vision the college IQAC devised this 'Adopt for Excel' program.



#### 4) Practice:

The students are the most important stakeholder of any educational institution. So, it is a commitment of the institution to promote its students through personal care. Under the scheme 'Adopt for Excel', every faculty member take personal care of a particular number of students on their regularity of attending classes, performance in Internal Assessment Tests, participation of curricular and co-curricular activities, counseling on their personal issues and meeting with their parents.

After the completion of admission, the faculty members identify a particular numbers of students of their choice for adoption under the scheme. The mentor faculty prepares the list of his / her adopted students with their roll no and contact details. A meeting will be conducted by the mentor faculty with his / her mentees to understand their academic profile and personal issues for regular Counselling. The mentor invites the mentees' parents if necessary to give guidance in connection to their wards' progress.

#### 5) Evidence of Success:

The scheme 'Adopt for Excel' achieved its target through the college IQAC's systematic implementation. Regularity in attending classes, performance in Internal Assessment tests, participation in co-curricular activities such as class room seminar, field study and preparation of project work are used as benchmarks to asses the mentee's improvement.

The mentor faculty established a good teacher-student friendly relation with the mentees and developed their personality by giving proper guidance in all aspects of academic and co-curricular matters.

The adopted students manifested their hidden talents and personality through the Adopt for Excel program which is implemented by the college IQAC.

#### 6) Problems encountered and Resources required:

The scheme did not encounter any problems specifically as it is friendly based, development oriented scheme. It enjoyed unprecedented support from the students and parents. The faculty members have done their charity through the scheme by paying

mentees' admission and examination fees partially. There is no separate fund maintained for the scheme as it has no financial implications involved.

7) Note: The scheme 'Adopt for Excel' has generated a good friendly relationship between the faculty, students and parents. It created a level of confidence among the students who have come from economically and educationally poor family.

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Contact details:

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

Contact No: 0831-2001826

Prof. M.Maheen,

Associate Professor

Name of the institution:

Anjuman Arts and Commerce College, Belagavi.

City: Belagavi. PIN: 590010.

Accredited Status: B (Third Cycle)

Land Phone: 0831-2001827

Mobile: 9844041532

Website: [www.anjumancolbgm.com](http://www.anjumancolbgm.com)

Mobile: 9844041532

Email: [anjumancollegebgm@yahoo.com](mailto:anjumancollegebgm@yahoo.com)

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

### 7.3 - Institutional Distinctiveness

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

The Anjuman Arts Commerce College, Belgaum, a full-fledged higher education institution is serving for the last 39 years with the mission of improving the life standard of the students in general and the students belonging to minority and downtrodden communities in particular, of this region through value based education. To achieve its vision and mission the institution formulated some goals and objectives such as:

- To create healthy atmosphere for the development of education among the underprivileged youths.
- To provide a quality education without any discrimination of caste and creed.
- Empowerment of women through higher education.
- To develop religious-harmony through cultural activities.

The institution has given priority to the empowerment of minority and downtrodden students especially the girls students through quality education. For the purpose the institution formulated minority and downtrodden community oriented poor-friendly policy and implemented it successfully.

They were: 1. Collecting only university and government prescribed fees from the students. 2. No donations are collected from the students. 3. Personal care is given to slow learners and necessary help extended by the faculty members to meet their academic expenses such as paying of admission and examination fees. 4. Minority scholarships from government and institution scholarships are made available to them.

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

7.3.2 - Plan of action for the next academic year

Plan of action for the next academic year are:

1. Conducting inter collegiate Sports Event.
2. Arranging Extention Activities.
3. Making MoU with Local Industries.
4. Introduction of Add-on courses.
5. Arranging inter-collegiate cultural activities.

NAAC