

# **ANJUMAN ARTS & COMMERCE COLLEGE, BELGAUM**



## **ANNUAL QUALITY ASSURANCE REPORT (AQAR) ACADEMIC YEAR 2015-16**

Prepared by:  
Internal Quality Assurance Cell (IQAC)

Submitted To:  
The Director,  
National Assessment & Accreditation Council  
[NAAC]  
Bangalore.

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## The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC.

### Part – A

AQAR for the year

2015-16\*

\*(1-7-2015 to 30-6-2016)

### I. Details of the Institution

1.1 Name of the Institution

ANJUMAN ARTS & COMMERCE  
COLLEGE, BELAGAVI.

1.2 Address Line 1

CTS No: 3929

Address Line 2

Opp: Belagavi District Court

City/Town

Belagavi

State

Karnataka

Pin Code

590016

Institution e-mail address

anjumancollegebgm@yahoo.com

Contact Nos.

0831-2426166 / 0831-2421932

Name of the Head of the Institution:

Dr. H.I.Timmapur

Tel. No. with STD Code:

0831-2421932 / 0831-2426166

Mobile:

9448634403

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHC0GN 18879)

**OR**

1.4 NAAC Executive Committee No. & Date:   
(For Example EC/32/A&A/143 dated 3-5-2004.  
This EC no. is available in the right corner- bottom  
of your institution's Accreditation Certificate)

1.5 Website address:

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

#### 1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	<b>B</b>	71.05 (Score)	2005	28-02-2005 To 27-02-2010
2	2 <sup>nd</sup> Cycle	<b>B</b>	2.77 CGPA	2011	16-09-2011 to 15-09-2016
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

- i. AQAR \_\_2011-12 Submitted to NAAC on 02-07-2013
- ii. AQAR\_\_2012-13 Submitted to NAAC on 26-12-2016
- iii. AQAR\_\_2013-14 Submitted to NAAC on 31-12-2016
- iv. AQAR\_\_2014-15 Submitted to NAAC on 04-01-2017

1.9 Institutional Status

University State  Central  Deemed  Private

Affiliated College Yes  No

Constituent College Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

Financial Status Grant-in-aid  UGC 2(f)  UGC 12B

Grant-in-aid + Self Financing  Totally Self-financing

\* PG Course M.Com is self-finance

1.10 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

---

1.11 Name of the Affiliating University (for the Colleges)

Rani Channamma University,  
Belagavi

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University	<input type="text" value="NO"/>		
University with Potential for Excellence	<input type="text" value="NO"/>	UGC-CPE	<input type="text" value="NO"/>
DST Star Scheme	<input type="text" value="NO"/>	UGC-CE	<input type="text" value="NO"/>
UGC-Special Assistance Programme	<input type="text" value="NO"/>	DST-FIST	<input type="text" value="NO"/>
UGC-Innovative PG programmes	<input type="text" value="NO"/>	Any other ( <i>Specify</i> )	<input type="text" value="NO"/>
UGC-COP Programmes	<input type="text" value="NO"/>		

## **2. IQAC Composition and Activities**

2.1 No. of Teachers	<input type="text" value="6"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="1"/>
2.3 No. of students	<input type="text" value="2"/>
2.4 No. of Management representatives	<input type="text" value="1"/>
2.5 No. of Alumni	<input type="text" value="2"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="1"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="--"/>
2.8 No. of other External Experts	<input type="text" value="--"/>
2.9 Total No. of members	<input type="text" value="13"/>
2.10 No. of IQAC meetings held	04

2.11 No. of meetings with various stakeholders: No.  Faculty   
 Non-Teaching Staff  Students  Alumni  Others

2.12 Has IQAC received any funding from UGC during the year? Yes  No   
 If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos.  International  National  State  Institution Level

(ii) Themes

Institutional Level Seminar: Human Rights, Social Sciences, Languages (Kannada, Hindi & Urdu, Commerce and History.  
 Institutional Level Workshop: Career Guidance on Law Education.  
 State Level Seminars: Political Science, Commerce, Kannada and Commerce.

2.14 Significant Activities and contributions made by IQAC

- Increased the number of books of the college library. 410 books value Rs.61, 426 Purchased under UGC and College funds.
- Heritage Club conducted Inter-collegiate Quiz and Elocution, and Heritage awareness program conducted.
- Enforced MoU with neighbouring colleges and Industries to share knowledge, expertise and resources.
- Uploaded Data Capturing Format-II (2014-15) for All India Survey on Higher Education (AISHE) conducted by MHRD, New Delhi.
- Students achieved in the field of Sports in University, state and national level.
- Visit of eminent scholar of various subject and fields and they delivered lectures in Guest Lecture and Special Lecture programmes conducted by the departments.

2.15 Plan of Action by IQAC/Outcome.

The plan of action chalked out by the IQAC in the beginning of the year towards quality Enhancement and the outcome achieved by the end of the year \*

<b>Sl.No</b>	<b>Plan of Action</b>	<b>Out-come Achieved</b>
01	Collaborating with neighbouring education institutions and industries through MoU to share knowledge, expertise and infrastructure resources.	<p>1) The Department of History signed MoU with the History department of Bhaurao Kakatkar College, Belgaum on 01-07-2015 and conducted Faculty Exchange Programme, Deputed students each others' institution and jointly conducted field study.</p> <p>2) The college signed MoU with Government First Grade College, Nesargi on 15-07-2015.</p> <p>3) The college signed MoU with Rani Parvati Devi College of Arts &amp; Commerce, Belgaum on 03-08-2015.</p> <p>3) The Department of Commerce signed MoU with the commerce department of Bhaurao Kakatkar College, Belgaum on 16-07-2015.</p> <p>4) The College signed MoU with local industries Hydromatik, Belgaum, J H Fabricators-Belgaum, Classic Polymers-Belgaum, Shakti Cold Storage-Belgaum and took benefits of their resources for the commerce students practical knowledge.</p>



02	Increasing the number of the college Library books.	410 books, Worth Rs. 61,426 purchased and added to the library shelves.
03	Completion of Minor Research Project.	Dr. H.I. Timmapur Completed his Minor Research Project (MRP) funded by the UGC.
04	Sports Activities.	<p>1) Five Students of the college became University Blue and played various sports events in state and national level.</p> <p>2) The college hockey team won the Rani Channamma University Single zone inter-collegiate hockey tournament.</p> <p>3) The college Hockey team won the Rajiv Ganhi Khel Abhiyan – district level Hockey tournament.</p> <p>4) The college hockey team won Six Aside Hockey tournament organised by Belgaum District Hockey Association.</p> <p>The following events were conducted by the college:</p> <p>1) The college organised Rani Channamma University Single Zone Inter-Collegiate Hockey Tournament and Selection Trails for men.</p> <p>2) Rani Channamma University Single Zone Inter-Collegiate Hockey Tournament and Selection Trials for Women.</p>

05	Conducting Extension Programmes through the college NSS Unit.	<p>The NSS Annual Camp in association with Rani Channamma University was conducted for one week (from 21-03-2016 to 27-03-2016) at Karadiguddi village of Belgaum district. The following programmes were conducted:</p> <ul style="list-style-type: none"> <li>a) Free animal health check-up and Free FMD vaccination.</li> <li>b) Lecture on Women's Empowerment.</li> <li>c) HIV / AIDS Awareness Programme.</li> <li>d) Awareness Programme on Law and Order</li> <li>e) Lecture Programme on Roll of Youth in Nation building.</li> </ul> <p>50 college NSS volunteers participated in the camp. All the teaching and non-teaching staff were actively participated in the camp activities.</p>
06	Department Planning Forum activities accelerated.	All the departments conducted their 'Planning Forum' meetings with subject experts and chalked out their curricular and co-curricular activities.
07	Conducting Activities for encouraging cultural programmes.	Various cultural activities such as Essay competition, Elocution, Debate, Quiz, Fancy Dress etc were conducted and Prizes were distributed at the College Annual Day held on 13-04-2016.

08	Promoting Heritage Club Activities.	Heritage Club conducted the following programmes: 1) Inter-Collegiate Quiz Competition on topic of Indian Heritage on 25-03-2016. 2) Inter-collegiate Elocution competition on the topic of the South Indian Dynasties' contribution to Indian Heritage' on 26-03-2016. 3) One –day Heritage Awareness Programme at Karadiguddi village of Belgaum district on 27-03-2016.	
09	Academic Activities carried out by the departments.	<b>Particular of the Activities</b>	<b>Number of Programmes held during the year</b>
		Class Room Seminars	46
		Enrichment Classes	14
		Guest Lecture Programmes	7
		Project Works	11
		Inter-disciplinary Programmes	7
		Group Discussion	19
		Study Tour	4
		Field Study	6
		Syllabus based Objective Type Tests	22
		General Knowledge Tests	6
		Induction Tests	2
		Remedial Classes	40
		Syllabus based Quiz programme	3
10	Research Forum activities are accelerated	1) Eleven (11) Project Work carried out by the different departments. 2) Four faculties presented research papers in state and national level seminars.	

11	Readers Club activities are initiated.	1) Competition conducted on Reading. 2) Quiz competition conducted on books.
12	Conducting Human Right programme.	Institutional level seminar conducted on Human Right issues.

\* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body      Yes  No   
Management  Syndicate  any other body

Provide the details of the action taken

1) The Chairman and the Coordinator of the college IQAC had a wide discussion with the college management committee chairman about the AQAR (2015-16).

2) All the documents pertaining to AQAR (2015-16) were verified and found correct by the management office staff.

3) It has been decided to conduct more Guest / Special lecture programmes with external experts.

## **Part – B**

### **Criterion – I**

#### **I. Curricular Aspects.**

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	--	--	--	--
PG	01	--	--	--
UG	02	--	--	--
PG Diploma	--	--	--	--
Advanced Diploma	--	--	--	--
Diploma	--	--	--	--
Certificate	--	--	--	--
Others	--	--	--	--
<b>Total</b>	03	--	--	--

Interdisciplinary				
Innovative				

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	02
Trimester	--
Annual	--

1.3 Feedback from stakeholders\* Alumni  Parents  Employers  Students   
(On all aspects)

Mode of feedback : Online  Manual  Co-operating schools (for PEI)

\*Please provide an analysis of the feedback in the Annexure

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

No. The syllabus taught by the institution was prescribed by the University.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

No

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
18*	--	18*	--	--

\*Including physical Director.

02

2.2 No. of permanent faculty with Ph.D.

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
--	05	--	02	--	--	--	--	--	06

2.4 No. of Guest and Visiting faculty and Temporary faculty

04 (Guest  
Faculties)

07 in PG  
(M.Com)

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level	University Level
Attended	--	7	5	2
Presented papers	--	6	--	--
Resource Persons	--	--	--	--

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- 1) Remedial Classes for slow learners.
- 2) Enrichment classes for additional information
- 3) Project work / Field Study.
- 4) Power Point Presentation on important topics.
- 5) Class Room Seminars for students' paper presentation.
- 6) Syllabus based objective type Tests.
- 7) Syllabus based Quiz programmes.

2.7 Total No. of actual teaching days during this academic year

209

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

The University controls exams and evaluation matters.

2.9 No. of faculty members involved in curriculum Restructuring /revision /syllabus development

1

as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

95 %

2.11 Course / Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A. (in the course end Exam)	49	65 %	21 %	7 %	7 %	<b>87.75 %</b>
B.Com. (in the course end Exam)	58	40 %	37 %	21 %	2 %	98 %
M.Com.(IV– Sem)	13	25 %	75 %	--	--	92 %

2.12 How does IQAC Contribute / Monitor / Evaluate the Teaching & Learning processes:

- a) The IQAC meeting with faculty members in the beginning of the academic year to chalk out the strategy for enhancing quality in teaching learning process.
- b) 'Teaching Plan' is prepared by faculty members for timely completion of Syllabus.
- c) Asked the faculty to adopt modern teaching methods.
- d) Work Diaries of the faculties were checked every week to monitor the covering of syllabus according to the teaching plan.
- e) Examination Committee is constituted to conduct Internal Assessment Tests to monitor students' performance.
- f) Feed-back is taken from the students by the principal orally on teachers' performance and necessary advice was given to faculties for further improvement.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	--
UGC – Faculty Improvement Programme	--
HRD programmes	--
Orientation programmes	--
Faculty exchange programme	Under MoU
Staff training conducted by the university	--
Staff training conducted by other institutions	--
Summer / Winter schools, Workshops, etc.	--
Others	--

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	05	--	--	--
Technical Staff	01	--	--	--
Peons/ Attendants	03	05	Nil	Nil

## Criterion – III

### 3. Research, Consultancy and Extension

#### 3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

- ❖ Encouraging teaching staff to participate in State, National and International Seminars, Symposium and Workshops.
- ❖ Teaching Staff members are motivated to publish research articles.
- ❖ Staff members are motivated to participate in research methodology workshops.
- ❖ The college ‘Research Forum’ for inculcating research culture among the staff and students.
- ❖ The teachers are encouraged to undertake project work in department level, involving the students in the projects.

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	--	-	--	--
Outlay in Rs. Lakhs	--	-	--	--

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01	--	--	--
Outlay in Rs. Lakhs	Rs. 45,000	--	--	--

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	--	--	--
Non-Peer Review Journals	--	--	--
e-Journals	--	--	--
Conference proceedings	--	--	1

\* Dr. S.M. Khatib, from Urdu Department published his articles in Magazines and Newsletters.

#### 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

#### 3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	--	--	--	--
Minor Projects	2010-11	UGC	Rs.45,000	Rs.45,000
Interdisciplinary Projects	--	--	--	--



Industry sponsored	--	--	--	--
Projects sponsored by the University/ College	--	--	--	--
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

3.7 No. of books published i) With ISBN No.  Chapters in Edited Books

\* Dr. S.M. Khatib, from Urdu Department published his book.

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP  CAS  DST-FIST   
DPE  DBT Scheme/funds

3.9 For colleges

Autonomy  CPE  DBT Star Scheme   
INSPIRE  CE  Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of Seminars/  
conferences / workshop

Organized by the  
Institution

Level	International	National	State	University	College
Number	--	--	5	--	4
Sponsoring agencies	--	--	Self finance	--	Self finance

State level Seminars conducted by Political Science Dept, History, Kannada and Commerce Departments. The college conducted state level seminar on Human Rights.

3.12 No. of faculty served as experts, chairpersons or resource persons

\* Dr. H.I. Timmapur and Prof. M.Maheen

3.13 No. of collaborations International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency  From Management of University/College   
Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	--
	Granted	--
International	Applied	--
	Granted	--
Commercialised	Applied	--
	Granted	--

3.17 No. of research awards/ recognitions received by faculty and research fellows  
Of the institute in the year

Total	International	National	State	University	Dist	College
--	--	--	--	--	--	--

3.18 No. of faculty from the Institution  
who are Ph. D. Guides  
and students registered under them

1

6

3.19 No. of Ph.D. awarded by faculty from the Institution

-

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events:

University level  State level   
National level  International level

\*The students participated NSS camp jointly organised the University and the college.

3.22 No. of students participated in NCC events:

University level  State level   
National level  International level

3.23 No. of Awards won in NSS:

University level  State level   
National level  International level

3.24 No. of Awards won in NCC:

University level  State level

National level  International level

3.25 No. of Extension activities organized

University forum  College forum   
 NCC  NSS  Any other

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

1) The NSS Annual special camp conducted for one week  
 (From 21-03-2016 to 27-03-2016) at Karadiguddi village of Belgaum district).

The following programmes were conducted in the NSS camp:

- a) Free animal health check-up.
- b) Awareness Programme on Domestic Animal Diseases.
- c) HIV / AIDS Awareness Programme.
- d) Awareness Programme on Traffic Rules
- e) Speech on Women's Empowerment.

Other Extension Activities conducted by the college:

- 2) The college contacted adult literacy program on 02-March 2016.
- 3) The college conducted medical awareness programme on 09-April-2016.

## Criterion – IV

### 4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	21 Acres	--	--	21 Acres
Class rooms	14	-		14
Room for Gym	1	-	-	1
Library building	1	-	-	1
Laboratories	--	--		--
Seminar Halls	--	--		--
No. of important equipments purchased (≥ 1-0 lakh) during the current year. 1) LCD Projector	8	-	-	8

2) Computers	40	-	-	40
3) Laptop Computers	4	-	-	4
4) Xerox Machine	3	-	-	3
5) Smart Board	2	-	-	2
Value of the equipment purchased during the year (Rs. in Lakhs)	--		-	-
Others	--	--	-	--

#### 4.2 Computerization of administration and library

- Library functions were equipped with 'Library Management Software' (e-lab) and barcode software since six years.
- The college office functions are carried out through college 'office- management software' since five years.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value in Rupees	No.	Value	No.	Value
Text Books	7052	5,77,175	360	59,426	7412	6,36,601
Reference Books	467	59,365	50	--	--	--
e-Books	--	--	--	--	--	--
Journals	18	26,400	-	-	18	26,400
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	25	9,717	--	--	25	9,717
Others (specify)						
Magazines	08	-	-	-	08	-
News Papers	04	-	-	-	04	-

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	40	22	02	01	-	05	05	05
Added	--	--	-	-	-	--	-	-
Total	40	22	02	01	-	05	05	05

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

- The Principal Chamber, Office, IQAC Office, Library, Phy. Education dept, staff-room department are provided computer with internet facility.
- Free internet access to the students at Browsing Centre.
- Training was given to teaching faculties for using LCD projectors and Motorised screen.
- Special training was given to faculties to prepare Power Point Presentation.
- Training for using of smart board was given to faculty.

4.6 Amount spent on maintenance in lakhs :

i) ICT	--
ii) Campus Infrastructure and facilities	--
iii) Equipments	--
iv) Others	--
<b>Total:</b>	--

**Criterion – V**

**5. Student Support and Progression**

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- ❖ The IQAC Conducts INDUCTION MEETING with the B.A. & B.Com. first year students to give information about facilities available in the college. Students-support services such as Library, Sports Department, NSS, Scholarships facilities, and Grievances Redressal Cell's functions are explained in the meeting.
- ❖ Various committees such as Cultural Activities, Students' Welfare committee, SC / ST Cell, Tour & Picnic Committee, Career Guidance and Counselling Cell and Ladies Association are formed for Students support and those committees are introduced to the new students through circulating notices to the class rooms and display their structure and functions on the notice board.

## 5.2 Efforts made by the institution for tracking the progression

- ❖ The college IQAC conducts meetings with various students support services and committees periodically and get feedback of their activities.
- ❖ Necessary guidance is given to students support services to make their activities more effective and attractive.
- ❖ Students Feed-back is taken to asses the students support service progression.

### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others	Total
359	20	--	--	379

### (b) No. of students outside the state

--
----

### (c) No. of international students

--
----

Boys	Number		%	Girls	No		%
	UG	190+PG11+201			UG	169+PG 9=178	
		53 %			47 %		

Last Year 2014-15						This Year 2015-16					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
60	13	19	289	4	381	68	15	9	267	-	359

Demand ratio

Dropout: 2.88 %

### 5.4 Details of student support mechanism for coaching for competitive examinations (If any)

- ❖ Informal coaching classes were conducted by the department of Commerce, History and Kannada.
- ❖ General Knowledge and Reasoning subject Competitive Examination books are made available for the students.
- ❖ Syllabus based Objective Type tests are conducted by the some departments that help the students in their competitive exams.

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET  SET/SLET  GATE  CAT   
IAS/IPS etc  State PSC  UPSC  Others

5.6 Details of student counselling and career guidance

- The final year students are given career counselling by college Career Guidance and Counselling Cell.
- The college Career Guidance and Counselling Cell arrange Career Guidance programmes.
- The Cell conducts counselling for First Year students on their personal and academic problems and necessary advise are given to them.

No. of students benefited: --100

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
--	--	--	--

5.8 Details of gender sensitization programmes

- ❖ ‘College Ladies Association’ for look into the gender sensitization matters.
- ❖ Eminent women personalities were invited as guests in the college functions.
- ❖ College Ladies Association conducts special lecture on the women’s issues.

## 5.9 Students Activities

### 5.9.1 No. of students participated in Sports, Games and other events

State/ University level  National level  International level

### No. of students participated in cultural events

State/ University level  National level  International level

### 5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level  National level  International level

Cultural: State/ University level  National level  International level

## 5.10 Scholarships and Financial Support

	Number of Students benefited	Amount
Financial support from institution	--	--
Financial support from government	13	36,550
Financial support from other sources	--	--
Number of students who received International/ National recognitions	--	--

### 5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

- 1) AIDS Awareness Rally conducted.
- 2) Heritage Awareness Programmes
- 3) Human Right Club Activities.

### 5.13 Major grievances of students (if any) redressed:

- Sports facilities increased. (Coaching timings expanded)
- Library facilities increased. (Library working hours revised)
- Minority scholarships made available.
- The Management provides food and accommodation to some poor students.



## Criterion – VI

### **6. Governance, Leadership and Management**

6.1 State 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’

6.2 Does the Institution has a management Information System

- No formal management information system in the college. However, Student admissions are carried out with e-admin software
- Student records are maintained in e-admin system

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

- ❖ Top priority is given to complete University Syllabus in the stipulated time frame.
- ❖ Syllabus based book are purchased and made available for the students.

6.3.2 Teaching and Learning

- ❖ Modern teaching methods are adopted for effective teaching-learning process.
- ❖ Field studies and Industrial Tours are conducted.
- ❖ Class-room seminars with external observer are conducted and students are presented their papers in it.

### 6.3.3 Examination and Evaluation

- ❖ As the college is affiliated to the university, Examinations are conducted by the University in semester wise.
- ❖ The college conducts two Internal Assessment Tests.

### 6.3.4 Research and Development

- ❖ The College Research Forum to inculcate research culture among the teachers and students.
- ❖ The faculties are encouraged to participate in seminar and present research papers.

### 6.3.5 Library, ICT and physical infrastructure / instrumentation

- ❖ Good number of books purchased through UGC funds.
- ❖ The qualified permanent librarian is the strength of the library.
- ❖ Use of computer and Internet by all the departments.
- ❖ Browsing point for students to access the internet facility.
- ❖ Standard Gymnasium for students.

### 6.3.6 Human Resource Management

- ❖ The name of the management is Anjuman-E-Islam, District Belgaum.
- ❖ Presently the college is managed by a committee with 40 members including 5 office bearers nominated by the Karnataka State Wakf board, Bangalore.
- ❖ The President of the managing committee follows the Bye-Law of the Anjuman-E-Islam, Dist: Belgaum in all the matters related to Human resource management.

#### 6.3.7 Faculty and Staff recruitment

- ❖ There is ban on staff recruitment (Both teaching & Non-teaching) for the approved posts since 20 years. Hence the management appoint the Guest lecturers on need based.
- ❖ The management follows Karnataka Government rules and regulations and UGC guidelines for the existing staff in their service matters.

#### 6.3.8 Industry Interaction / Collaboration

- Having MoU with the local industries and Institutions.
- Arranging Industrial visit for Commerce students.
- Arranging interaction between industrialists and students.
- Encouraging the college departments having MoU with the neighbouring college departments of their counterpart to carry out programmes jointly.

#### 6.3.9 Admission of Students

- ❖ Admission Committee is constituted to monitor the admission process.
- ❖ Students' admissions are done as per the rules of government of Karnataka and the affiliated university.
- ❖ Reservation policy of the government is followed while admitting the students.

6.4 Welfare schemes for

Teaching	a) Loan and Over Draft facilities arranged for the staff from State Bank of Mysore, Belgaum. b) Compulsory LIC policies done.
Non teaching	a) Loan and Over Draft facilities arranged for the staff from SBM, Belgaum. b) Compulsory LIC policies done.
Students	a) All scholarships are made available. b) Medical Checkups are done. c) Help to poor students for paying their fees for admission and examination by faculties.

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done    Yes     No

6.7 Whether Academic and Administrative Audit (AAA) have been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic			Yes	Management
Administrative			Yes	Management

6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes    Yes     No

For PG Programmes    Yes     No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

Not Applicable as the college is affiliated to the university.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

Not Applicable as the college is affiliated to the university.

#### 6.11 Activities and support from the Alumni Association

- ❖ The Alumni Association members meet one or twice in the year and cooperate with IQAC for the college development activities.
- ❖ Helping poor students by providing stationery and paying their college fees.

#### 6.12 Activities and support from the Parent – Teacher Association

- ❖ The College Parent-teacher meeting conducted end of every academic year to analyse the students' performance in academic and other activities.

#### 6.13 Development programmes for support staff

1. Using of Internet programme for teaching and non-teaching staff.
2. Free internet is provided to teaching staff to update their knowledge.

#### 6.14 Initiatives taken by the institution to make the campus eco-friendly

- ❖ Environment Awareness Programmes for staff and students.
- ❖ Use of Plastic materials not allowed on the campus.
- ❖ The college NSS unit conducts plantation programmes every year.
- ❖ Good numbers of trees are maintained on the college campus.

## Criterion – VII

### 7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- ❖ The Heritage club conducted Quiz and Elocution competitions on Indian Heritage.
- ❖ Research Forum is creating research culture among the students and staff.
- ❖ Readers Club is inculcating reading habits among the students.
- ❖ Human Right Club activities carried out.
- ❖ LCD Projector enabled class rooms help the teachers to supplement their teaching with PPT.
- ❖ Department Planning Forum for accelerating academic and other activities of the departments.
- ❖ Felicitation to the students who secured high marks in university examinations by the concerned departments.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

- Action Taken:
- ❖ 10 MoU are signed with different higher education institution and local Industries to make use of their resources.
  - ❖ Conducted sports tournaments with the University.
  - ❖ Browsing Corner at library for internet access.
  - ❖ Research Forum and Readers Club activities conducted.
  - ❖ Extension Activities such as NSS camp, Plantation and AIDS awareness programmes were conducted.
  - ❖ Human Right club's activities conducted.
  - ❖ 'Department Planning Forum' to plan department activities.
  - ❖ Readers club for inculcate reading habits among the students.

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

- 1) Department Planning Fourm.
- 2) MoUs with many neighbouring institutions and local industries.

*\*Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

7.4 Contribution to environmental awareness / protection

- ❖ Environment Awareness programmes for creating awareness among the students and other citizens.
- ❖ Maintaining Plastic free campus
- ❖ The college NSS unit conducts Plantation programme every year.
- ❖ Waste management was monitored properly.
- ❖ Educating the students against use and throw culture.

7.5 Whether environmental audit was conducted?

Yes

No

7.6 Any other relevant information the institution wishes to add. (SWOT Analysis)

**SWOT Analysis:**

**Strength:**

- Institution is managed by a Minority community society.
- The location of college is more convenient for the students to reach the institution.
- Permanent staff with Grant-in-aid salary.
- The college has 12B status and receiving UGC grants for general development and other activities.
- Active functions of Human Right club, Research Forum, Readers Club and Department Planning Forums.

**Weaknesses:**

- Less number of research activities.
- Less demand for B.A. course among the students.

**Opportunities:**

- More girl students opt for degree courses in this institute because of its location proximity to their residential area.
- Demand for B.Com. course and chances of increasing the college students strength.
- Starting of job oriented courses.

**Threats:**

- Easily available Distance education reduces the strength of the institutions.
- Threat to the Survival of social Sciences and humanities as subjects in the B.A course.
- Newly established colleges with the same course by the government in the city.



## 8. Plans of Institution for next academic year

- ❖ UGC sponsored State / National level seminars and conferences on various subjects.
- ❖ Applying Minor Research Projects proposal for UGC funds.
- ❖ Bringing in house journal with ISSN certificate.
- ❖ Research methodology workshop for teachers.
- ❖ Skill development workshop for young faculties.
- ❖ Conducting study tours and industrial visits.
- ❖ More extensions activities by college NSS unit, Heritage Club, Human Rights Club to strengthen institutional social responsibility.
- ❖ Accelerating the functioning of college Placement Cell.
- ❖ Expansion of career guidance and counselling cell's activities.
- ❖ Making opportunities for girl students to participate in more cultural and sports activities.

Prof. I.B. Tahasildar  
*Coordinator, IQAC.*

Dr. H.I. Timmapur  
*Chairperson, IQAC*

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**ANJUMAN ARTS & COMMERCE COLLEGE, BELGAUM  
ACADEMIC CALENDAR FOR THE YEAR 2015-16.**

<b>Sl.No</b>	<b>Date</b>	<b>Activities</b>
1	15-06-2015	Reopening of the college for the academic year 2013-14.
2	20-06-2015	College IQAC meeting with staff
3	24-06-2015	'Department Forum'-Meetings
4	27-06-2015	Induction Tests for First Year B.A. and B.Com. Classes.
5	01-07-2015	Inception of college Students' Council
7	01-08-2015	Formation of Various Committees for Sports, the Academic and Co-Curricular Activities.
8	15-08-2015	Independence Day Celebration.
9	III Week of Aug-2015	First Internal Assessment Tests for I, III & V Sem classes.
10	22-08-2015	Inauguration of Sports & Cultural Activities.
11	29-08-2015	Medical Check-up for Students
12	02-09-2015	Teachers & Parents Meet.
13	05-09-2015	Teachers Day Celebration.
14	19-09-2015	SC / ST Students Meeting.
15	02-10-2015	Gandhij Jayanti observed.
16	II Week of Oct 2015	Second Internal Assessment Tests
17	18-10-2015	Last working day for First Term.

18	18-10-2015 to 15-12-2015	University Examinations and Mid-Term Vacation.
19	01-11-2015	Karnataka Rajyotsav Celebration
20	15-12-2015	<b>Commencement of II – Term</b> for II, IV & VI Semester.
21	19-12-2015	Blood Donation Camp Program
22	26-01-2016	Republic Day Celebration.
23	30-01-2016	Martyr’s Day Observation. [Gandhiji’s Death Anniversary]
24	13-02-2016	Heritage Club Program – Visit to historic monuments.
25	III - Week of Feb 2016	First Internal Assessment Tests for II, IV & VI Semester.
26	27-02-2016	Human Right Club / Readers Club Programmes.
27	III – Week of March 16	NSS Special Camp.
28	I-Week of April - 2016	<b>Second Internal Assessment Tests</b> for II, IV & VI Semester.
29	09-04-2016	Teachers- Parents Meeting.
30	11-04-2016	Taking Students’ feedback on Teachers.
31	13-04-2016	Annual Day / Prize Distribution Function
32	15-04-2016	Alumni Association Meeting.
33	16-04-16 to 15-06-2016	University Semester Examinations for II, IV and VI semester and summer vacation.

**Note:** This calendar was prepared on the basis of the Academic Calendar of Rani Channamma University, Belgaum for the Academic Year 2015-16.

**Abbreviations:**

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

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