

**ANJUMAN ARTS & COMMERCE
COLLEGE, BELGAUM**



**ANNUAL QUALITY ASSURANCE REPORT
(AQAR)**

ACADEMIC YEAR 2016-17

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

2016-17*

*(1-7-2016 to 30-6-2017)

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 / Resi: 0831-2478661

Mobile:

9448634403

Name of the IQAC Co-ordinator:

Prof. M.Maheen

Mobile:

9844041532 / 0831-4205481

IQAC e-mail address:

anjumancollegebgm@yahoo.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

KACOGN12091

OR

1.4 NAAC Executive Committee No. & Date:

EC / 56 / RAR / 29 Dated: 16-09-2011

(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:

www.anjumancollbgm.com

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 st Cycle	B	71.05 (Score)	2005	28-02-2005 To 27-02-2010
2	2 nd Cycle	B	2.77 CGPA	2011	16-09-2011 to 15-09-2016
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

01-10-2005

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___2012-13 Submitted to NAAC on 26-12-2016
- ii. AQAR___2013-14 Submitted to NAAC on 31-12-2016
- iii. AQAR___2014-15 Submitted to NAAC on 04-01-2017
- iv. AQAR___2015-16 Submitted to NAAC on 09-01-2017

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="5"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="3"/>
2.3 No. of students	<input type="text" value="4"/>
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="16"/>
2.10 No. of IQAC meetings held	03

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

*One Meeting with Students' Council

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 Workshop on: 1) Career Guidance 2) Law Education.

2.14 Significant Activities and contributions made by IQAC

- Establishment Scouts & Guides Unit.
- Programs conducted with neighbouring colleges under MoU
- Uploaded Data Capturing Format-II for the year 2016-17 for All India Survey on Higher Education (AISHE) conducted by MHRD, New Delhi.
- Students achieved in the field of Sports in University and state 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.
- Faculty members presented papers and acted as chairpersons in Seminars and conferences.
- Conducted Environment Awareness Programme (Extension Activity)

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 *

Sl.No	Plan of Action	Out-come Achieved
01	Collaborating with neighbouring education institutions and industries through MoU to share knowledge, expertise and infrastructure resources.	<ol style="list-style-type: none"> 1) Department of History jointly organized Field study programs with B.K. College, Belgaum under MoU. 2) The teaching faculty and the students participated in the programs organised by the RPD College, Belgaum and vice-versa under MoU between the colleges.
02	Faculty Improvement Activities.	<ol style="list-style-type: none"> 1) Prof. I.B. Tahasildar, Faculty in Commerce attended & presented a paper on the topic 'Make in India: Problems and Perspectives' at a one day UGC sponsored national seminar held at Anjuman Arts, Science, Commerce college & PG Center, Dharwad on 4th March 2017. 2) Prof. I.B. Tahasildar, Faculty in Commerce acted as the Chairperson at the paper presentation session at a one day UGC sponsored national seminar held at Anjuman Arts, Science, Commerce College & PG Center, Dharwad on 4th March 2017 on the topic 'Make in India: Opportunities and Challenges. 3) Prof. S.A. Mulla, Faculty in Economics attended & presented a paper on the topic 'Make in

		<p>India: A Drive of Growth in Manufacturing Sector’ at a one day UGC sponsored national seminar held at Anjuman Arts, Science, Commerce college & PG Center, Dharwad on 4th March 2017.</p> <p>4) Prof. S.A. Mulla, Faculty in Economics acted as the Chairperson at the paper presentation session at a one day UGC sponsored national seminar held at Anjuman Arts, Science, Commerce College & PG Center, Dharwad on 4th March 2017 on the topic ‘Make in India: Opportunities and Challenges.’</p> <p>5) Prof. B.T. Mugut, Faculty in Commerce attended & presented a paper on the topic ‘Make in India: Opportunities and Challenges’ at a one day UGC sponsored national seminar held at Anjuman Arts, Science, Commerce college & PG Center, Dharwad on 4th March 2017.</p> <p>6) Prof. B.T. Mugut, Faculty in Commerce acted as the Chairperson at the paper presentation session at a one day UGC sponsored national seminar held at Anjuman Arts, Science, Commerce College & PG Center, Dharwad on 4th March 2017 on the topic ‘Make in India: Opportunities and Challenges.’</p> <p>7) Prof. I.B. Tahasildar (Faculty in Commerce), Dr. Irfan Shiledar (Faculty in Commerce) and Miss. Mubeen R. Pathan (Faculty in Commerce) published their papers in the National Level Seminar Proceedings on the</p>
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		subject Make in India: Opportunities and Challenges (ISSN-2231-2137) published by the Anjuman Arts, Science and Commerce College & PG Centre, Dharwad.
	Field Study Conducted	<ol style="list-style-type: none"> 1) The Department of Economics conducted a field study at Krushi Mela at Bailhongal for the B.Com. Students on 27-01-2017. 2) The Department of History conducted a field study at Veer Soudha, Belagavi on 11-08-2019 for B.A. Part-I students.
	Students Support Activities.	<ol style="list-style-type: none"> 1. Department of Commerce and Economics jointly organised the Department Day in which the meritorious students were felicitated. 2. The Department of History celebrated 'Department Day' in which the meritorious (highest marks scorers) students were honoured with cash prize and certificates.
04	Students' performance in Sports and the achievements of the College Physical Director	1) The College students Mr. Hidayatulla Gawas, Mr. Faizan Mannurwale, Mr. Riyaz Dukandar and Mr. Shahbaz Momin – all from B.Com. final year, were selected the Ranni Channamma University BLUE in Hockey and they played in South Zone Inter-University Hockey

		<p>tournament held at Karaikudi in Tamilnadu.</p> <p>2) Mr. Sufiyan M Tolagi of B.Com.-III won Gold Medal in Ranni Channamma University BEST PHYSIQUE championship and qualified for All India Inter-University Best Physique championship held at Chandigarh. (Punjab)</p> <p>3) Mr. Suhaib Choudhary of B.Com.III was selected as a Ranni Channamma BLUE in foot-ball and played at Kalburgi in Karnataka.</p> <p>4) The sports department conducted a Field Study at Residential Spots school at Chandargi in Belgaum District.</p> <p>Physical Director Shri. J.A. Jahagirdar's Achievements during the year 2016-17:</p> <ol style="list-style-type: none"> 1. He was appointed a member of Rani Channamma University, Belagavi JUDO Selection Committee for men & women. 2. He was appointed a Judge of Rani Channamma University, Belagavi inter collegiate athletic meet. 3. He attended the UGC sponsored National workshop on sports injuries, treatment modalities and sports massage.

05	Conducting Extension Program through the college NSS Unit.	<p>The NSS Annual Camp in association with Rani Channamma University was conducted for one week (from 27-02-2017 to 05-03-2017) at Panth Balekundri village of Belgaum district. The following programmes were conducted:</p> <p>a) Free animal health check-up and Free Vaccination to animals.</p> <p>b) Lecture on Women's Empowerment.</p> <p>c) HIV / AIDS Awareness Programme.</p> <p>d) Law and Order Awareness Programme.</p> <p>e) Lecture Programme on Roll of Youth in Nation building. 50 college NSS volunteers participated in the camp. All the teaching and non-teaching staff were actively participated in the camp activities after the college hours.</p>
	Environment Awareness Programme (Extension) conducted	The college conducted a Environment Awareness Programme at Hire Bagewadi in Belagavi district on 25-04-2017.
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 24-04-2017.	
08	Heritage Club Activities.	Heritage walk program was conducted on the World Heritage Day on 18-04-2017.	
09	Academic Activities carried out by the departments.	Particular of the Activities	Number of Programmes held during the year
		Class Room Seminars	42
		Enrichment Classes	08
		Guest Lecture Programmes	10
		Project Works	12
		Inter-disciplinary Programmes	04
		Group Discussion	13
		Study Tour	06
		Field Study	03
		Syllabus based Objective Type Tests	25
		General Knowledge Tests	12
		Induction Tests	05
		Remedial Classes	08
		Syllabus based Quiz programme	12
10	Research Forum activities are accelerated	The departments have done project works through their students.	
11	Human Right Club Activities.	Elocution and Essay competitions conducted on Unman Rights issue.	
12	Other activities	Scouts & Guides Unit established.	

* 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 (2016-17).
- 2) All the documents pertaining to AQAR (2016-17) 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.
- 4) It has been decided to strengthen Library facilities.
- 5) It has been decided to go for 3rd cycle NAAC accreditation at the earliest.

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	--	--	--	--
Total	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 UG / 01 PG
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 syllabuses taught by the institution are 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
12*	--	12*	--	--

*Including principal.

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
--	08	--	--	--	--	--	--	--	08

2.4 No. of Guest and Visiting faculty and Temporary faculty

07 in UG
(Guest
Faculties)

07 in PG
(M.Com)

15

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level	University Level
Attended	--			
Presented papers	--			
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

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

1

Prof. M.Maheen acted as a member of BoS in an autonomous college.

2.10 Average percentage of attendance of students

2.11 Course / Programme wise distribution of pass percentage: (Academic Year 2016-17)

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I Class %	II Class %	III Class %	Total Pass %
B.A. (in the course end Exam)	33	66 %	31 %	1 %	--	88 %
B.Com. (in the course end Exam)	84	38 %	55 %	7 %	--	73 %
M.Com.(IV– Sem)		Result	Not	declared		

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	--
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 (In Position)	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	04	--	--	--
Technical Staff	01	--	--	--
Peons/ Attendants	03	04	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	--	--	--	--
Outlay in Rs. Lakhs	--	--	--	--

3.4 Details on research publications

	International	National	Others
Peer Review Journals	--	--	--
Non-Peer Review Journals	--	--	--
e-Journals	--	--	--
Conference proceedings	--	--	3*

* Prof. I.B.Tahasildar, Dr. Irfan shiledar and Miss. Mubeen R. Pathan

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	--	--	--	--
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

ii) Without ISBN No.

*Prof. B.T. Mugut (Faculty in Commerce) is co-author of a book titled Financial Accounting.

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	--	--	-	--	-
Sponsoring agencies	--	--	--	--	--

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

* Prof. I.B. Tahasildar, Prof. S.A. Mulla & Prof.B.T. Mugut.

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

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

**1) Adult Literacy Programme 2) Health Awareness 3) Environment Awareness

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 27-02-2017 to 05-03-2017) 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 Environmental Awareness Program.

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	01	--	-	--
No. of important equipments purchased (≥ 1-0 lakh) during the current year.				
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 (2016-17)		Total	
	No.	Value in Rupees	No.	Value	No.	Value
Text Books	7412	6,36,601	419	65,668	7831	7,02,269
Reference Books	467	59,365	--	--	467	59,365
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.

4.6 Amount spent on maintenance in lakhs :

i) ICT	--
ii) Campus Infrastructure and facilities	--
iii) Equipments	--
iv) Others	--
Total:	--

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

5.2	<ul style="list-style-type: none"> ❖ 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
	<ul style="list-style-type: none"> ❖ 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.

	UG	PG	Ph. D.	Others	Total
5.3 (a) Total Number of students	338	34	--	--	372

(b) No. of students outside the state 01

(c) No. of international students --

	Last Year 2015-16 All Classes						This Year 2016-17 All Classes					
	General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
UG	68	15	09	267	-	359	32	22	05	279	--	338
PG	03	01	02	27	-	33	06	02	02	24	--	34
Total	71	16	11	294	-	392	38	24	07	303	--	372

Boys and Girls Ratio 2016-17:

Boys	Number	%
	UG 169 + PG 19 = 188	51 %

Girls	Number	%
	UG 169 + PG 15 = 184	49 %

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 Tests are conducted by the some departments that help the students in their competitive exams.

No. of tests conducted: 100

5.5 No. of students appearing for competitive exams

NET	--	SET/SELT	--	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 advice are given to them.

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		
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

4*

- 1) AIDS Awareness Rally conducted.
- 2) Heritage Awareness Programmes
- 3) Human Right Club Activities.
- 4) Environment Awareness Programme (Extension 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

<p>VISION</p> <p>‘An Educated, Vibrant and Pro-Active Society’</p> <p>MISSION</p> <p>‘Improving the life standard of the minority and downtrodden people of this region through value based Education’</p>
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6.2 Does the Institution has a management Information System

6.3

- 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

6.3.1 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.

- ❖ 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.

- ❖ 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.

- ❖ 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

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 A

- ❖ 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 Form 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 Forum.
- 2) Adopt & Excel Program of personal care for students.

**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:

- Easly 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. M.Maheen
Coordinator, IQAC.

Dr. H.I. Timmapur
Chairperson, IQAC

**ANJUMAN ARTS & COMMERCE COLLEGE, BELGAUM
ACADEMIC CALENDAR FOR THE YEAR 2016-17.**

Sl.No	Date	Activities
1	17-06-2016	Reopening of the college for the academic year 2016-17.
2	25-06-2016	College IQAC meeting with staff
3	27-06-2016	'Department Planning Forum'-Meetings
4	30-06-2016	Induction Tests for First Year B.A. and B.Com. Classes.
5	01-07-2016	Inception of college Students' Council
7	01-08-2016	Formation of Various Committees for Sports, the Academic and Co-Curricular Activities.
8	15-08-2016	Independence Day Celebration.
9	III Week of Aug-2016	First Internal Assessment Tests for I, III & V Sem classes.
10	22-08-2016	Inauguration of Sports & Cultural Activities.
11	29-08-2016	Medical Check-up for Students
12	04-09-2016	Teachers & Parents Meet.
13	05-09-2016	Teachers Day Celebration.
14	17-09-2016	SC / ST Students Meeting.
15	02-10-2016	Gandhij Jayanti observed.
16	II Week of Oct 2016	Second Internal Assessment Tests
17	18-10-2016	Last working day for First Term.
18	18-10-2016 to 15-12-2016	University Examinations and Mid-Term Vacation.

19	01-11-2016	Karnataka Rajyotsav Celebration
20	15-12-2016	Commencement of II – Term for II, IV & VI Semester.
21	19-12-2016	Blood Donation Camp Program
22	26-01-2017	Republic Day Celebration.
23	30-01-2017	Martyr's Day Observation. [Gandhiji's Death Anniversary]
24	10-02-2017	Commencement of Cultural and Sports Competitions
25	III - Week of Feb 2017	First Internal Assessment Tests for II, IV & VI Semester.
26	27-02-2017	Human Right Club / Readers Club Programmes.
27	III – Week of March 16	NSS Special Camp.
28	I-Week of April - 2017	Second Internal Assessment Tests for II, IV & VI Semester.
29	09-04-2017	Teachers- Parents Meeting.
30	11-04-2017	Taking Students' feedback on Teachers.
31	13-04-2017	Annual Day / Prize Distribution Function
32	15-04-2017	Alumni Association Meeting.
33	18-04-2017	Observation of World Heritage Day. Heritage Club Program – Visit to historic monuments.
34	16-04-17 to 15-06-2017	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
