

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. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part - A

1. Details of the Institution

1.1 Name of the Institution

RANI PARVATI DEVI COLLEGE OF
ARTS & COMMERCE

1.2 Address Line 1

TILAKWADI

Address Line 2

BELAGAVI

City/Town

BELAGAVI

State

KARNATAKA

Pin Code

590 006

Institution e-mail address

rpd_principal@rediffmail.com

Contact Nos.

0831 - 2485079

Name of the Head of the Institution:

DR.(Mrs). S. P. SUREBANKAR

Tel. No. with STD Code:

0831 - 2485079

Mobile:

09481655641

Name of the IQAC Co-ordinator:

DR. S. H. PATIL

Mobile:

09449973286

IQAC e-mail address:

iqac@rpdbgm.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

KACOGN10152

1.4 NAAC Executive Committee No. & Date:

EC/50/RAR/09 Dt.30.09.2009

*(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.rpdbgm.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	4 Star	--	2002	
2	2 nd Cycle	B	2.87	2009	
3	3 rd Cycle	A	3.27	2016	
4	4 th Cycle				

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

01.06.2003

1.8 AQAR for the year (for example 2010-11)

2015-16

1.9 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	<u>31-05-2010</u>	<u>2009-10</u>	(DD/MM/YYYY)
ii. AQAR	<u>29-10-2011</u>	<u>2010-11</u>	(DD/MM/YYYY)
iii. AQAR	<u>05-10-2012</u>	<u>2011-12</u>	(DD/MM/YYYY)
iv. AQAR	<u>23-10-2013</u>	<u>2012-13</u>	(DD/MM/YYYY)
v. AQAR	<u>11-09-2014</u>	<u>2013-14</u>	(DD/MM/YYYY)
vi. AQAR	<u>24-02-2016</u>	<u>2014-15</u>	(DD/MM/YYYY)

1.10 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 ☐

1.11 Type of Faculty/Programme

Arts ☒ Science ☐ Commerce ☒ Law ☐ PEI (Phys Edu) ☐

TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management (BBA) ☒

Others (Specify)

1.12 Name of the Affiliating University (*for the Colleges*)

RANI CHANNAMMA UNIVERSITY, BELAGAVI

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

Autonomy by State/Central Govt. / University			
University with Potential for Excellence		UGC-CPE	
DST Star Scheme		UGC-CE	
UGC-Special Assistance Programme		DST-FIST	
UGC-Innovative PG programmes		Any other (<i>Specify</i>)	
UGC-COP Programmes	01		

2. IQAC Composition and Activities

2.1 No. of Teachers	07
2.2 No. of Administrative/Technical staff	01
2.3 No. of students	02
2.4 No. of Management representatives	02
2.5 No. of Alumni	02
2. 6 No. of any other stakeholder and community representatives	01
2.7 No. of Employers / Industrialists	01
2.8 No. of other External Experts	01
2.9 Total No. of members	17
2.10 No. of IQAC meetings held	22

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 No's. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

Institution

- 10 Kindles added to the Library to facilitate E-learning
- Additional wash room provision for girl students
- Reading room on ground floor for differently abled students.
- Library Internet facilities extended with N-list Programmes (INFLIBNET).
- ICT class rooms and Smart Board facility added.
- Wi-Fi facility

Academic

- Motivated all the staff members to participate and present research papers in National and International Conferences and Seminars.
- Encouraged the staff members to pursue Ph.D. programmes under FIP and Non-FIP scheme.
- Motivated staff members to apply for UGC Major and Minor Research projects.
- Encouraging the staff to complete Orientation & Refresher Programme.
- Publications of in-house journal 'Sophia'.

Students Support & Service

- Orientation programme.
- Voter's Awareness programme.
- Students' Redressal Cell.
- Mentors Groups.
- Committee against Sexual Harassment.
- Anti Ragging Cell.
- Gender Sensitisation programme.
- Scholarships, Counselling and Communication Skills.
- Youth Festivals.
- Annual Sports, Sports Academy.
- In house commerce fest DEFI.
- Exhibition of Tradition, Heritage and Culture Art Fest.
- Career counselling, Competitive examinations.
- Students Welfare Programme.
- Student's volunteers through YRC, NSS, NCC and Scouts & Guides.
- Know your library programme.
- Earn while you learn.
- Personal grooming & Self Defence.
- Students wall papers.
- Co-curricular activities through college associations.
- Yoga Certificate Course.
- Ladies Association Functions.

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 *

Plan of Action	Achievements
To conduct National Seminar / Workshop with financial funding from UGC support – Dept. of English, History & Geography.	1. 'The image of India in post-colonial Indian English Literature- issues and challenges' 8th Sept 2015 2. "Teaching with GIS & GPS for Educators and Researchers in the field of Geography" 12th Sept. 2015

	3. "Teaching History at high school Level- Spirit and Content" 5 th October 2015
Observing Founders Day on 6 th August	Founders Day observed by inviting eminent Chief Guest: Dr. C. K. Kokate Vice-Chancellor, KLE University, Belagavi
FDP Programmes for the staff	- Justice, V. S. Malimath, Delivered Motivational Lecture on "Internalization of Values" on 29.07.2015 - On behalf of FDP programme invited Prof.Chetan Singai, faculty from National Institute of Advance Studies, Bangalore. "Recent Trends in Social Science Research Methodology" on 10.08.2015 - Dr.Bhaskar Joshi delivered lecture on "Quality Enhancement and Sustenance" 10.08.2015 - Dr.M. V. Kulkarni delivered a lecture on "How to prepare documentation for NAAC process" - Prof. Roshan Lal Sharma delivered a lecture on "Higher Education scenario in India" on 09.09.2015 - Dr. Shrikant Ambekar delivered a lecture on "Role of Teachers in the Era of Globalisation" on Sept.2015 - Smt. Rajani Sharma delivered a lecture on "Significance of Hindi" on 14.09.2015 10 days Sanskrit Speaking Course in association with Sanskrit Bharati. - Swamy Vivekananda <i>Saptaha</i> is observed from 12th to 19th Jan 2016.
Workshops for Office & Library Staff	- Green Computing - Writing Skills
Students Seminars	<i>Vishva Manav Dinacharane</i> on 4th Feb 2016 'Women Empowerment Through Knowledge' on 9th Feb 2016 <i>Eak Patri Abhiniya: Swaroop Ani Prayog</i> on 25th Feb 2016
Wi-fi enabled facility planned.	Wi-fi enabled Campus - facility provided.
Upgradation of college in-house research journal <i>Sophia</i>	R.P.D. Multidisciplinary Research Journal ISSN authentication process completed.
MoU's with local colleges and NGO's	Faculty Exchange programmes through MoU with 14 colleges, NGO's and Rotary International completed
YRC activities	Blood donation camp, <i>Swacch Bharat Abhiyan</i> and distribution of Hygiene Kits.

Institutional Social Responsibility.	Adoption of 4 villages by NSS & YRC
Human Rights Association	1. Programme arranged for Voter Awareness on 25.01.2016 2. Constitutional Day on 26.11.2015
MOCK NAAC	MOCK NAAC Visit arranged on 10.10.2015 Dr. C. R. Karisiddappa - Chairman Dr. S. S. Patagundi - Member Dr. Jagadish Tonnennavar - Member
AUDITS	1. Academic & Administrative Audit 2. Gender Audit 3. Social Audit (By External Experts and Peers)
Mentor group initiatives	Mentoring Institutionalized
Certificate Programmes	As many as 12 Certificate Programmes are conducted by various departments

*** Attach the Academic Calendar of the year as Annexure - i**

2.15 Whether the AQAR was placed in statutory body Yes ☒ No ☐
 Management ☒ Syndicate ☐ Any other body ☐

Provide the details of the action taken

The AQAR report was placed before the College Managing Committee of the Management. The resulting consensus after discussion was implemented in various plans and programmes of the college.

Part – B

Criterion – I

1. 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				
UG	03		02	
PG Diploma				
Advanced Diploma				
Diploma				
Certificate	02		01	01
Others				
Total	05		03	01
Interdisciplinary				
Innovative				

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

Pattern	Number of programmes
Semester	B.A., B.COM. & B.B.A.
Trimester	
Annual	

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

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

**Please provide an analysis of the feedback in the Annexure – ii*

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

Following department coming under the R. C. University have updated and revised their syllabi for the year 2015-16

Department of English, Kannada, Marathi, Hindi, Pol.Science, Geography, Sociology, BBA & Commerce as per the directions of RCU & BOE

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

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
17	06	10		01

2.2 No. of permanent faculty with Ph.D.

11

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

2.4 No. of Guest and Visiting faculty and Temporary faculty

04

01

21

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended		109	40
Presented papers	05	67	30
Resource Persons			48

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

- Hobby Centre activities for creativity and development - earn while learn.
- Gymnasium to enhance physical fitness and health - S.K.E. Sports Academy.
- Certificate course in Yoga for mind - body balance.
- Certificate course in Kannada for Non-Kannada students to develop proficiency in the local language.
- Use of ICT, LCD, Maps and Modules for effective teaching.
- Implant training, field trips and Study tours for hands on practical exposure.
- Student's projects to inculcate research culture.
- English Communication Skills to train vernacular medium students in language skills.
- College deputed staff for participation in FDP programme to update and upgrade knowledge.
- Endowment prizes to students as encouragement, motivation and appreciation.
- Staff encouraged to work towards 100% results in their respective subjects.
- Arts, Commerce and BBA Fest – with focus on curricular & co-curricular aspects.
- Invited talks, guest lectures and special lectures, faculty exchange programmes.

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

222

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

As per the RCU norms

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

11

2.10 Average percentage of attendance of students

80%

2.11 Course/Programme wise distribution of pass percentage : 2015-16

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A.- III	141	51	13	03	58	89
B.COM.- III	241	34	55	33	00	58
B.B.A.- III	11	36	27	27	00	00

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

- Feedback from students about Teaching & Non-Teaching staff, & Library, Sports & College infrastructure facilities.
- Mentoring through a specially constituted committee.
- Compulsory Two Internal Tests and Term End Examination.
- Faculty encouraged to participate in FDP, Research Methodology Workshops, Orientation & Refresher courses.
- Encourages staff to use of ICT, Internet, Smart Board, LCD's etc.
- Guest lectures with inter-disciplinary approach organised.

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	02
HRD programmes	--
Orientation programmes	--
Faculty exchange programme	17
Staff training conducted by the university	03
Staff training conducted by other institutions	08
Summer / Winter schools, Workshops, etc.	12
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	06	15	03	33
Technical Staff				

Criterion – III

3. Research, Consultancy and Extension

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

- Organised programme on research methodology for staff members.
- Staff encouraged to undertake MRP from UGC and other funding agencies.
- Staff encouraged to participate and publish research papers.
- Programme arranged on how to prepare research proposals, projects & research writing.
- Encouraging staff to participate in State, National and International Seminars, Symposium and Workshops.
- Staff members are motivated to participate in research methodology workshops etc.
- In house research journal initiated.
- College has constituted a research committee to oversee research activity.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01			
Outlay in Rs. Lakhs			10,40,000/-	

3.3 Details regarding minor projects : NIL

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.4 Details on research publications

	International	National	Others
Peer Review Journals		17	
Non-Peer Review Journals		08	
e-Journals		--	
Conference proceedings		03	

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	2015	UGC	10,44,400.00	6,67,400.00
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects (other than compulsory by the University)				
Any other (Specify)				
Total				

3.7 No. of books published i) With ISBN No.

03

Chapters in Edited Books

ii) Without ISBN No.

03

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 conferences

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

20

3.13 No. of collaborations

International

01

National

02

Any other

11

3.14 No. of linkages created during this year

14

3.15 Total budget for research for current year in lakhs :

From funding agency

Rs.10,44,400

From Management of University/College

Total

Rs.10,44,400

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
03		03				

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

03

05

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

NA

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 03 State level

National level 02 International level

3.22 No. of students participated in NCC events:

University level 108 State level 20

National level 10 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	25	
NCC	12	NSS	10	Any other

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

- Annual Special Camps for village.
- Blood donation camps.
- Medical check up camps.
- Visits to orphanage.
- NCC annual camps.
- Observance of Voters Day.
- Field trips, tours, visit to industry and firms.

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	28 acres		Society	28 acres
Class rooms	23		Society	23
Laboratories	03		Society	03
Seminar Halls	03		Society	03
No. of important equipments purchased ($\geq$ 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

Administration and Library functioning fully computerised

4.3 Library services:

	Existing 2009-2014		Newly added 2015-16		Total	
	No.	Value	No.	Value	No.	Value
Text Books	1531	2,48,941.00	69	12,966.00	1600	2,61,907.00
Reference Books	1664	5,36,495.00	31	10,083.00	1695	5,46,578.00
e-Books	80409	--	--	--	80409	--
Journals	15	16,520.00	01	950.00	16	17,470.00
e-Journals	3828	--	--	--	3828	--
Digital Database	--	--	--	--	--	--
CD & Video	95	7,874.00	04	797.00	99	8,671.00
Others (specify)	--	--	10 Kindles	38,800.00	10	38,800.00

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	100	03	25	03	03	13	12	00
Added	08	00	00	00	00	01	00	00
Total	108	03	25	03	03	14	12	00

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

1. Computer literacy awareness programme arranged for school children.
2. ICT enabled Smart Board Training arranged for the staff.
3. ICT enabled Management Information System workshop arranged for Non-teaching staff.

4.6 Amount spent on maintenance in lakhs :

i) ICT	12,18,664.00
ii) Campus Infrastructure and facilities	10,25,870.00
iii) Equipments	1,99,165.00
iv) Others	1,00,115.00
Total :	25,43,814.00

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Orientation programme.
- Voter's Awareness programme.
- Students' Redressal Cell.
- Mentors Groups.
- Committee against Sexual Harassment.
- Anti Ragging Cell.
- Gender Sensitisation programme.
- Scholarships. Counselling and Communication Skills.
- Youth Festivals.
- Annual Sports, Sports Academy.
- In house commerce fest DEFI.
- Exhibition of Tradition, Heritage and Culture Art Fest.
- Career counselling, Competitive examinations.
- Students Welfare Programme.
- Student's volunteers through YRC, NSS, NCC and Scouts & Guides.
- Know your library programme.
- Earn while you learn.
- Personal grooming.
- Self defence.
- Students wall papers.
- Co-curricular activities through college associations.
- Yoga Certificate Course
- Ladies association functions.

5.2 Efforts made by the institution for tracking the progression

- Periodical meetings of IQAC committee.
- Review by Principal.
- Grievance and students feedback.
- Parents Teachers Meet.
- Two internal tests and final exams.
- Seminars, Projects & Assignments and class evaluation.
- Mentoring system.
- Internal examinations.
- Know your students through mentors group.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1405	--	--	--

(b) No. of students outside the state

09

(c) No. of international students

--

Men	No.	%	Women	No.	%
	727	51.74		678	48.26

Last Year 2014-15 (BA,BCOM, & BBA-I,II & III)						This Year 2015-16 (BA,BCOM, & BBA-I,II & III)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
898	149	82	275	1	1405	884	160	74	275	2	1395

Total Adm. Strength 2015-16 (BA, BCOM, & BBA) 1395

Appeared for April/May-2015 Exam (BA, BCOM, & BBA) 1320

Demand ratio 1:1 Dropout % 1.05

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

- UGC sponsored Competitive Examination Centre conducts coaching classes.
- As many as 150 students enrolled and took the advantage of the Competitive Centre.
- Two months competitive examination training awareness programme.
- As many as 12 selected candidate were invited to create awareness to our students as guest lectures.

No. of students beneficiaries

150

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

- A qualified counsellor has been appointed. Counselling Cell offers the following services to the students :
 1. To overcome learning blocks, anxieties, confusion and indecision.
 2. Provides comprehensive information about educational and career opportunities.
 3. Develop academic plan for accomplishing goals.
 4. Dealing with adjustment to college issues and adolescent problems.
 5. Improving interpersonal communication skills.
 6. Formal and informal mentoring.
 7. Career guidance lectures.

No. of students benefitted

102

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
(IBM, INFOSYS, DUTCH BANK)	09	02	

5.8 Details of gender sensitization programmes

1. Awareness regarding gender sensitivity through the orientation program.
2. Awareness through mentor interaction.
3. Ladies association programmes.
4. Save Girl Child, Female Foeticide rallies.
5. Teacher's attitude and campus culture.

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	Amount
Financial support from institution	100	98,926.00
Financial support from government	444	13,73,972.00
Financial support from other sources	04	14,300.00
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

5.13 Major grievances of students (if any) redressed:

Grievance of the students	Redressed
Uniform as a “Dress Code” to the students	Implemented
Internet facility in the library	Internet facility in the library provided.
Kindles for e-reading	E-reading through Kindles enabled
Ramp provision for physically challenged students	Provisioned for ramp
Wash rooms for girls	28 wash rooms constructed
Services rendered by the administrative staff	Steps initiated to attend student problems promptly.

Criterion – VI**6. Governance, Leadership and Management**

6.1 State the Vision and Mission of the institution

Vision : Empowering the Individual with Knowledge

Mission : Belief in education as transference of living values, empowering future citizens to fulfil individual and social responsibility with maturity.

6.2 Does the Institution has a Management Information System

Steps initiated to introduce MIS

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

6.3.1 Curriculum Development

- Staff members are BOS members. They attend meetings and give inputs regarding syllabus revision and framing.
- Departments conduct short term certificate courses as extension of the syllabus.
- A subject experts and guest lectures provide enhancement of curriculum through faculty exchange and knowledge sharing sessions.
- Members of the staff are in text book committees.
- Books, chapters, articles by staff members are prescribed as text books.

6.3.2 Teaching and Learning

- ICT used to enhance teaching learning.
- Home assignments, projects, seminar, presentations enhance learning.
- Field work, industrial visits provide practical learning.
- Invited talks, guest lectures empower teaching learning.
- Activities of college association provide learning experiences.
- Principal and HOD review syllabus distribution and completion through meetings.
- Teacher's dairy is maintained for day-to-day documentation of teaching.
- Two internal tests whose feedback is given.
- Parents Teachers Meet : Subject-wise meeting with teachers review of attendance and internal test.

6.3.3 Examination and Evaluation

- Internal exams help to prepare students for semester end examination.
- Internal exam question papers are modelled on RCU question papers.
- Test papers are shown to students and feedback given regarding performance.
- Transparency in internal evaluation with display of final internal marks.

6.3.4 Research and Development

- Members of the faculty are deputed through FIP to pursue Ph.D.
- Few staff members are the recognised guides for pursuing Ph.D.
- Members of the staff are deputed to conferences, seminars and workshops to present research papers.
- Staff members are encouraged to take up UGC MRP both major and minor.
- Researchers are given infrastructure facility, concession in administrative and examination duties.
- Departments encouraged to conduct national level and other seminars sponsored by funding agencies.
- College in-house research magazine 'Sophia' contains staff member's research articles.
- Talks by experts in research and learning about inter disciplinary approach.
- Staff members contribute regularly research articles for publications in refereed national journals and books.

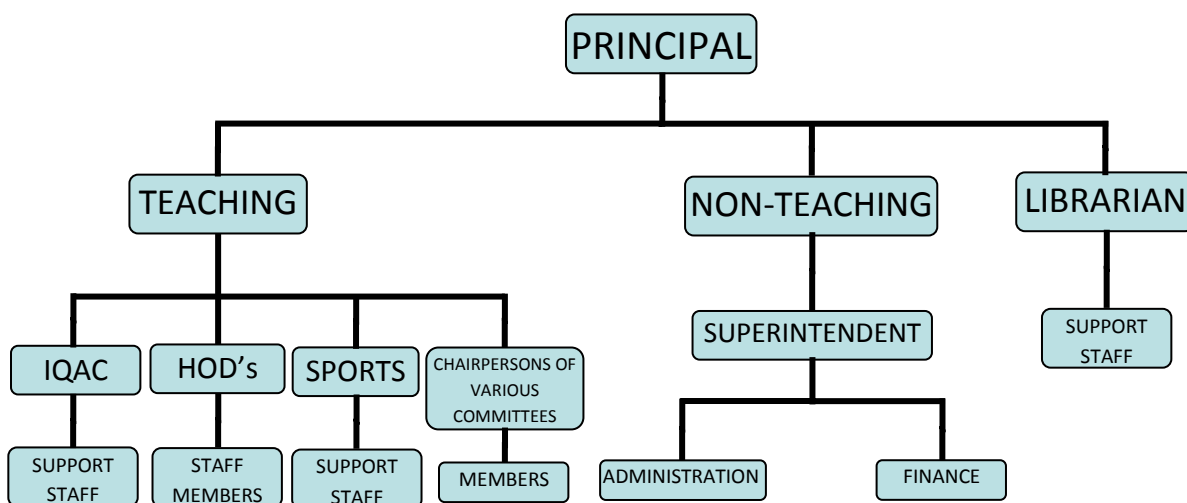
6.3.5 Library, ICT and physical infrastructure / instrumentation

- Well equipped library with excellent facilities
- OPAC access provided to students.
- IT zone in library for students with additional computers.
- Reading room extension on the ground floor to enables differently abled students to access library facilities.
- ICT enabled class rooms with LCD and smart boards used for teaching.
- N-LIST facility given to the staff members.
- Additional infrastructure for BBA classes
- CCTV cameras installed to monitor students.
- Wi-fi enabled campus.
- Electronic scrolling notice board.
- Biometric system installed for staff attendance

6.3.6 Human Resource Management

As per the Karnataka Civil Services Rules & Practices :

- Employees Welfare as provident fund is provided to society appointed staff members.
- The institution has an effective welfare mechanism for the Teaching and Non-teaching staff.
- The institution practices all the decisions through Hierarchical System as shown in the flow chart below :



6.3.7 Faculty and Staff recruitment

- As per Society norms and guidelines for society appointee.
- As per Director of Collegiate Education & Govt. of Karnataka recruitment policy for permanent staff appointment.

6.3.8 Industry Interaction / Collaboration

- Students of Commerce wing visit industries as a part of their study curriculum.
- Students of BBA participated in inplant training.
- Students of Dept. of Economics & Geography under take visits to industrial units.
- Students of Dept. of History, Pol.Science, Kannada, Marathi undertake field Trips, Tours and conduct save Historical Heritage programme.
- As many as 14 MoU's have been signed with national, international & local NGO's. To have collaborative and staff exchange programmes.

6.3.9 Admission of Students

- All admissions take place following the guidelines of the Ministry of Higher Education and the Joint Director, Collegiate Education, Dharwad, Karnataka.
- In Arts, admission is given to all students who approach the college provided they fulfil the minimum requirements.
- In Commerce merit based admission takes place.
- In BBA section, admission is given to student who fulfils minimum criteria.
- Certificate programme in Yoga & Kannada for Non-Kannada students admissions are given on the first come first basis as per university norms
- Steps are initiated to enrol students admission through online process for degree programmes

6.4 Welfare schemes for

Teaching	Co-op. Credit Society, E.P.F., Staff Welfare Fund, Staff & Rector Quarters and Medical Facility.
Non teaching	PF, ESI, Co-op. Credit Society, Staff Welfare Fund.
Students	SKE Society's Charitable Fund, Social Welfare Schemes, Endowment Prizes and wide range of scholarships.

6.5 Total corpus fund generated Rs.1,01,64,5

6.6 Whether annual financial audit has been done Yes ☒ No ☐

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic & Administrative	Yes	External	Yes 2015-16	

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?

NA

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

NA

6.11 Activities and support from the Alumni Association

- Alumni Association is formed. There is usually one contact programme per semester. They have conducted :
1. Social awareness programmes.
 2. Scholarships to students.
 3. Donors fund student's education.
 4. Financial assistance to the needy students
 5. Alumni association going to be registered body
 6. Every year first Sunday of August would be celebrated as RPDians Day

6.12 Activities and support from the Parent – Teacher Association

- Parents Teachers Association formed with 15 members.
- Every year PTA Meeting is organised to share information regarding facilities provided and to receive feedback on curriculum development and academic development of their wards and over all infrastructure growth of the institution.

6.13 Development programmes for support staff

- Dress codes introduced for Non-teaching staff.
- FDP programme for office organisation and management, and writing and communication skills.
- FDP programme on “How to maintain files for office management”

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

- Green, Clean environment friendly campus.
- Plastic free zone.
- Mobile free zone.
- No Tobacco & No smoking.
- Carbon Neutrality Zone
- Preservation and plantation of sapling and trees.
- No vehicle zone.
- Heritage zone.
- Sign boards on save water / environment.
- Bio-fuel water boiler.
- Solar lights.
- Conservation of heritage building.
- Medicinal plants garden.

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 Society conducts Founders Day every year on 6th August. This has leads to academic rejuvenation for teaching and students of all S.K.E. Society Institutions.
- The Society felicitates academic / co-curricular and extra-curricular achievers on 15th August and 26th January. This leads to appreciation and encouragement.
- On 15th August and 26th January National Integration Programmes are conducted to inculcate sense patriotism.
- Toppers in all semesters are given a set of books by the library.
- S.K.E. Empowerment Foundation for promotion of excellence in education.
- Y. K. Prabhu Memorial Lectures/Scholarships.
- Intellectual lecture series.
- College conducted institutional social responsibility programmes.
- Heritage awareness programme.
- Alumni (individual) sponsorship educational fees of students.
- Faculty members actively involved in academics by authoring and translation books and dramas.
- Publication of in-house research journal 'Sophia'.
- AAA conducted as an initiative for self improvement.
- Gender Audit & Social Audit undertaken.
- Hobby centre for earn while you learn programmes undertaken.

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

- Orientation programme for B.A/B.COM fresh students.
- Parents Teachers Association organised.
- Inauguration of Gymkhana activities and all other associations.
- Internal Test conducted as per the schedule of University.
- Two National Seminars organised by the UGC funding.
- Alumni Meet.
- Career guidance and training programme for quantitative aptitude test.
- IAS/KAS coaching classes conducted from career guidance cell.

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

- **I – Title :** Faculty Exchange Programme.
Practice : Academic Networking by faculty exchange programme through MoU with local educational institutions.
Result : 14 MoU's has been signed and faculty exchange programmes are arranged with local educational institutions/NGO's and International organisations.
- **II – Title :** Intellectual lecture series.
Practice : The staff, students and the management take advantage of the resource persons.
Result : Awareness and exposure to the best thoughts for the academic

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

7.4 Contribution to environmental awareness / protection

- Plastic free campus.
- Plantation of saplings rain water harvesting.
- Eco friendly campus.
- Heritage awareness programme.
- Celebration of Ozone day & World water Day celebration
- Swatch Bharat Abhiyan programmes undertaken

7.5 Whether environmental audit was conducted?

Yes

☒

No

☐

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

Annexure – iii enclosed

8. Plans of institution for next year

1. Conduct of Guest Lectures / Invited talks.
2. Conduct of State / National/International Level Seminars and Workshops.
3. Conduct of NSS special camp.
4. Conduct of awareness programmes and days – Voters Day, NSS Day, AIDS Day and Human Rights Day etc.
5. Plans for applying more Major & Minor Research Projects.
6. Conduct university level Tournaments and Games.
7. Arrange FDP's for Teaching and Non-teaching staff.
8. Bring out in house research journal with ISSN certification.
9. Green audit.
10. Academic and Administrative Audit (AAA).
11. Alumni association.
12. Improving academic / examination performance of advanced / meritorious learners.
13. To provide wi-fi facility in the campus.
14. To invite faculty exchange programme through MoU's with the local colleges.
15. MoU's with NGO's, Libraries and Socio-cultural organisations.
16. Skill development workshops for students.
17. Research methodology workshop for young teachers.
18. Green initiative measures for eco-friendly campus.
19. Training programme / workshop for support staff.
20. Introduction of PG programmes in emerging areas.
21. Steps initiated to go for Autonomous status

DR. S. H. PATIL
Signature of the Coordinator, IQAC

DR.(MRS). SMITA P. SUREBANKAR
Signature of the Chairperson, IQAC

ACADEMIC CALENDAR (2015-16)

1. College Term begins : 15 June 2015
 - Duration of I Semester: June – October 2015
 - Duration of II Semester: December – April 2016
2. I Term
 - a. Orientation Programme: 1st week of July
 - b. Formation of Gymkhana Committees : 3rd week of July
 - c. Founder's Day Celebration : 6 Aug. 2015
 - d. Alumni Meet: 2nd Sunday of Aug.
 - e. First Internal Examination: 3rd week of Aug.
 - f. Parents'-Teachers' Meet: 1st week of Sept.
 - g. Dr. Y.K Prabhu Memorial lecture: 2nd week of Sept.
 - h. Second Internal Examination: 3rd week of Sept.
 - i. Display of Internal Marks: 1st week of Oct.
3. First Term closes: October
4. University Semester End Examinations : Oct / Nov.
5. II Term
 - a. College Term begins : 1st week of Dec
 - b. First Internal Examination: 2nd week of Feb
 - c. Second Internal Examinations: 2nd week of March
 - d. Display of Internal Marks: 4th week of March
 - e. Annual Sports (Two days): 3rd week of Feb.
 - f. Arts/Commerce Fest : 4th week of Jan
 - g. Parents'-Teachers' Meet: 1st week of March.
 - h. Annual Day: 4th week of March
6. University Semester End Examinations : April / May



R.P.D.COLLEGE OF ARTS AND COMMERCE,BELAGAVI

STUDENTS' FEED BACK AND TEACHER'S EVALUATION -IQAC

Instructions for filling		COURSE		BA ☐ Bcom ☐ BBA ☐				
		SEMESTERS		1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐				
		DIVISIONS		A ☐ B ☐ C ☐				
NAME OF THE SUBJECT :		SUBJECT 1	SUBJECT 2	SUBJECT 3	SUBJECT 4	SUBJECT 5	SUBJECT 6	SUBJECT 7
TEACHER'S NAME (Initials only)								
1. Comes to class at right time / engages classes regularly		1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
2. Comes to class with full preparation and knowledge of subject		1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
3. Uses modern teaching aids (PPT, Audio Visual)		1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
4. Has good communication skills		1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
5. Covers complete syllabus in time		1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
6. Class discussion is relevant to subject		1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
7. Impartial and friendly towards the students.		1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
TOTAL SCORE								



R.P.D.COLLEGE OF ARTS AND COMMERCE,BELAGAVI

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Instructions for filling		COURSE		BA ☐ Bcom ☐ BBA ☐				
		SEMESTERS		1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐				
		DIVISIONS		A ☐ B ☐ C ☐				
NAME OF THE SUBJECT :		SUBJECT 1	SUBJECT 2	SUBJECT 3	SUBJECT 4	SUBJECT 5	SUBJECT 6	SUBJECT 7
TEACHER'S NAME (Initials only)								
1. Comes to class at right time / engages classes regularly		1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
2. Comes to class with full preparation and knowledge of subject		1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
3. Uses modern teaching aids (PPT, Audio Visual)		1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
4. Has good communication skills		1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
5. Covers complete syllabus in time		1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
6. Class discussion is relevant to subject		1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
7. Impartial and friendly towards the students.		1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
TOTAL SCORE								

Other Feedback apart from teaching				
LIBRARY :	OFFICE ADMINISTRATION	COMPUTER DEPT. :	OTHER FACILITIES :	EXTRA CURRICULAR FACILITY:
1. Availability of books 1 2 3 4 5	1. Availability of information 1 2 3 4 5	1. Availability of Computers 1 2 3 4 5	1. Cleanliness in campus 1 2 3 4 5	1. Whether opportunity is given to many 1 2 3 4 5
2. Library staff behaviour 1 2 3 4 5	2. Office staff behaviour 1 2 3 4 5	2. Comp. staff behaviour 1 2 3 4 5	2. Toilet facility 1 2 3 4 5	2. Provision of sports kits 1 2 3 4 5
3. Availability of hand books /magazines 1 2 3 4 5	3. Updating of Notice Board 1 2 3 4 5	3. Whether the comp.staff visit the lab regularly. 1 2 3 4 5	3. Drinking water facility 1 2 3 4 5	3. Behaviour of Physical Director 1 2 3 4 5
4. Library environment : 1 2 3 4 5			4. Vehicle parking facility 1 2 3 4 5	4. Are you satisfied with RCU Syallabus 1 2 3 4 5

For additional feedback please use this space

Signature of the student

SWOT ANALYSIS

STRENGTHS :

1. A premier education institute of repute.
2. Environmental friendly green and spacious campus with sports ground.
3. Linguistic Minority Institution.
4. Central and strategic location.
5. Supportive and encouraging College Management.
6. Co-operative, qualified, experienced and student friendly faculty.
7. Aim to provide holistic education
8. Well equipped sports facilities.
9. Reputed and well placed alumni.
10. Encouragement to students of marginalized sections of society.
11. Aim to develop talent and artistic skills of students.
12. Multiple and complete academic opportunities.
13. Multi lingual / multi culture environment.
14. Sprawling campus of over 28 acres.

WEAKNESSES :

1. Low employability potential of students.
2. Vernacular background of students a lacuna in the global scenario.
3. Imbalanced teacher –student ratio in certain subjects (average to total college 1:30).
4. Lack of transportation facility.
5. Inadequate recruitment of teaching and non-teaching staff.
6. Low self esteem among students due to economic and other social issues.

OPPORTUNITIES :

1. Opportunity to empower un-empowered section of the society: Educational and personality development.
2. Inculcation of social values, business ethics and social responsibility.
3. College timings provide students with opportunity for employment.
4. To increase the enrolment of students.
5. Empowering first generation learners leading to change in demographical dividends.
6. Empowering girl students to create a balanced society.
7. To create sustained involvement of alumni in the development of the Institution.
8. Scope for faculty training.
9. Staff knowledge talent.
10. Training to job seekers or job providers.
11. Conducting EDUSAT programs and e-learning in centralized library.
12. Establishment of cluster colleges and sharing of knowledge talent.
13. Imparting of arts education enables to build healthy society.

THREATS:

1. Unfilled vacancies both teaching and non-teaching.
2. Mushrooming of Govt. undergraduate institutions in the same area.
3. Non-funding of unaided sections in aided institutions leading to problem of retention of qualified and experienced staff.
4. Falling standards of education.
5. Insufficient motivational and leadership skills in faculty.
6. Outdated and obsolete equipments.
7. Lack of Information systems.
8. Question of survival of humanities and social sciences as course subjects.
9. Establishment of foreign colleges and universities.
10. Threat from Distance Education Universities.
11. Marginal learning outcome of the students.