

**Submission of Annual Quality Assurance
Report (AQAR) 2016-17
By
Internal Quality Assurance Cell (IQAC) of
S. D. V. S. Sangh's
SHRI L. K. KHOT COLLEGE OF
COMMERCE
SANKESHWAR**



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission
P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India

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

AQAR for the year (for example 2013-14)

2016-17

I. Details of the Institution

1.1 Name of the Institution

S.D.V.S.SANGH'S SHRI L. K. KHOT COLLEGE OF COMMERCE
SANKESHWAR

1.2 Address Line 1

OLD P. B. ROAD

Address Line 2

NH-4 HIGHWAY

City/Town

SANKESHWAR

State

KARNATAKA

Pin Code

591313

Institution e-mail address

lkkhot@rediffmail.com

Contact Nos.

08333-273364

Name of the Head of the Institution:

Dr. P. L. Harale

Tel. No. with STD Code:

08333-273364

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCogn 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:

1.6 Accreditation Details

| Sl. No. | Cycle | Grade | CGPA | Year of Accreditation | Validity Period |
|---------|-----------------------|-------|------|-----------------------|-----------------|
| 1 | 1 st Cycle | B | - | 2004-05 | 05 |
| 2 | 2 nd Cycle | B | 2.41 | 2010-11 | 05 |
| 3 | 3 rd Cycle | B++ | 2.79 | 2016-17 | 05 |
| 4 | 4 th 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 | 06.10.2012 | (DD/MM/YYYY) |
| ii. AQAR | 19.12.2013 | (DD/MM/YYYY) |
| iii. AQAR | 21.10.2014 | (DD/MM/YYYY) |
| iv. AQAR | 08.07.2015 | (DD/MM/YYYY) |
| v. AQAR | 30-06-2016 | (DD/MM/YYYY) |

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

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 | --- | | |
| 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 | --- | | |

2. IQAC Composition and Activities

| | |
|---|------------|
| 2.1 No. of Teachers | 06 |
| 2.2 No. of Administrative/Technical staff | 02 |
| 2.3 No. of students | 02 |
| 2.4 No. of Management representatives | 01 |
| 2.5 No. of Alumni | 01 |
| 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 | --- |
| 2.9 Total No. of members | 14 |
| 2.10 No. of IQAC meetings held | 4 ANNUALLY |

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

2.14 Significant Activities and contributions made by IQAC

Significant Activities: 1. Progress in Quality Benchmarking process.
 2. Conduct of Green Audit by certified energy auditors.
 3. Academic & Administrative Audit by Emeritus Professor, Karnatak University, Dharwad.
 4. Workshop on Personality Grooming & Confidence Building.
 5. Workshop on Entrepreneurship & Employability by CEDOK
 6. Marketing of self cooked food stuffs by girls.

Contributions: Betterment of quality in Teaching, Learning, Student Progression, Extension & Research, Campus experience enrichment, Quality appraisal through AAA, Instilling Self Employment skills, Opportunities and Women Empowerment.

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 |
|--|---|
| <ul style="list-style-type: none"> To procure sports equipments and renovate infrastructure facilities. To arrange for Skype Meeting with University | <ul style="list-style-type: none"> Equipments for Multi-gym are procured through UGC XII plan, lecture halls are renovated (space, flooring, window meshing, etc), Tennis court is under construction. Skype meeting arrangements like Microphone, Web Camera, Skype software installed at the Computer Lab. 4 meetings were held during last semester. |

| | |
|--|---|
| <ul style="list-style-type: none"> • To undergo Administrative and Academic Audit (AAA) • To improve hygiene for girls • To Register Alumni Association | <ul style="list-style-type: none"> • AAA was conducted by Prof. C. R. Karisiddappa Former Professor and Chairman, Emeritus Professor(2008-2010) and Dr. Jayashree, Professor, Department of Sociology, Karnatak University, Dharwad. • Sanitary Napkin Vending and Destroyer Machine installed • Alumni association is registered. |
|--|---|

* Attach the Academic Calendar of the year as Annexure. (Annexure-II Enclosed)

2.16 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

Construction Upkeep and Maintenance of Infrastructure Facilities

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 | | | | |
| UG | 01 | -- | 02 | -- |
| PG Diploma | | | | |
| Advanced Diploma | | | | |
| Diploma | | | | |
| Certificate | | | | |
| Others | | | | |
| Total | 01 | | 02 | |
| Interdisciplinary | | | | |
| Innovative | | | | |

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

(ii) Pattern of programmes:

| Pattern | Number of programmes |
|-----------|----------------------|
| Semester | 01 |
| 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 (Annexure-I Enclosed)*

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

| | |
|-----|--|
| Yes | Introduction of Retail Management and Industrial Economics and Modern Indian Languages subjects for B. Com II. |
|-----|--|

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

| |
|-----|
| Nil |
|-----|

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

| Total | Asst. Professors | Associate Professors | Professors | Others |
|-------|------------------|----------------------|------------|--------|
| 03 | 03 | | | |

2.2 No. of permanent faculty with Ph.D.

03

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 |
| | 03 | | | | | | | | 03 |

2.4 No. of Guest and Visiting faculty and Temporary faculty

09

2.5 Faculty participation in conferences and symposia:

| No. of Faculty | International level | National level | State level |
|------------------|---------------------|----------------|-------------|
| Attended | 03 | 02 | 01 |
| Presented papers | 03 | --- | --- |
| Resource Persons | --- | --- | --- |

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

Project on commercial establishments of Sankeshwar town, Progress in quality Becnch Marking process.

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

192

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

Nil

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

--

2.10 Average percentage of attendance of students

87%

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. Com. VI Sem | 106 | 54 | 32 | 08 | -- | 02 |
| | | | | | | |
| | | | | | | |

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

IQAC conducts regular and adhoc meetings to plan, review, implement and improve holistic quality related activities. It monitors progresses of defined academic, co-curricular and extracurricular committees and cells. It regulates them and timely evaluates their progress.

2.13 Initiatives undertaken towards faculty development

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

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 | 03 | 05 | Nil | Nil |
| Technical Staff | | | | 01 |

Criterion – III

3. Research, Consultancy and Extension

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

Renewal of INFLIBNET, Survey of Commercial Establishments of Sankeshwar Town, Subscription to Research Journals.

3.2 Details regarding major projects

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

3.3 Details regarding minor projects

| | Completed | Ongoing | Sanctioned | Submitted |
|---------------------|-----------|----------|------------|-----------|
| Number | Nil | 01 | 01 | Nil |
| Outlay in Rs. Lakhs | Nil | 70,000/- | 70,000/- | Nil |

3.4 Details on research publications

| | International | National | Others |
|--------------------------|---------------|----------|--------|
| Peer Review Journals | 01 | 01 | -- |
| Non-Peer Review Journals | 01 | -- | -- |
| e-Journals | 00 | -- | -- |
| Conference proceedings | -- | -- | 01 |

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 | Nil | -- | -- | -- |
| Minor Projects | 18 months | UGC | 70,000/- | 40,000/- |
| Interdisciplinary Projects | Nil | -- | -- | -- |
| Industry sponsored | Nil | -- | -- | -- |
| Projects sponsored by the University/ College | 6 months | Self Funded | -- | -- |
| Students research projects <i>(other than compulsory by the University)</i> | 1 Yr | Self Funded | -- | -- |
| Any other(Specify) | Nil | -- | -- | -- |
| Total | Nil | -- | 70,000/- | 40,000/- |

--

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

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 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

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 | Nil |
| | 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 |
|-------|---------------|----------|-------|------------|------|---------|
| Nil | -- | -- | -- | -- | -- | 01 |

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

Nil

Nil

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

Nil

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

JRF Nil SRF Nil Project Fellows Nil Any other Nil

3.21 No. of students Participated in NSS events:

University level Nil State level Nil

National level Nil International level Nil

3.22 No. of students participated in NCC events:

University level Nil State level 39

National level 04 International level Nil

3.23 No. of Awards won in NSS:

University level Nil State level Nil

National level Nil International level Nil

3.24 No. of Awards won in NCC:

University level Nil State level Nil

National level Nil International level Nil

3.25 No. of Extension activities organized

University forum Nil College forum 01

NCC 02 NSS 02 Any other Nil

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

- Extension Lecture on “Organic Farming” at Ankale village.
- Swachch Bharat Abhiyan by NCC at Silver Dale old age home.
- Blood Donation Camp in association with Annasaheb Galatage Blood Bank, Gadhinglaj.
- Health Checkup Camp and Veterinary Camp at U. Khanapur village.

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 | 20 acres | Nil | --- | 20 acres |
| Class rooms | 05 | Nil | --- | 05 |
| Laboratories | 01 | Nil | --- | 01 |
| Seminar Halls | 01 | Nil | --- | 01 |
| No. of important equipments purchased (≥ 1-0 lakh) during the current year. | Nil | Sanitary Napkin Vending & Destruction M/cs | --- | Nil |
| Value of the equipment purchased during the year (Rs. in Lakhs) | Nil | 1 lakh | --- | Nil |
| Others | Nil | Nil | --- | Nil |

4.2 Computerization of administration and library

| |
|----------------------|
| Renewal of INFLIBNET |
|----------------------|

4.3 Library services:

| | Existing | | Newly added | | Total | |
|-------------------------|----------|---------|-------------|-------|-------|---------|
| | No. | Value | No. | Value | No. | Value |
| Text Books | 17160 | 1071479 | 22583 | 22583 | 17565 | 1094062 |
| Reference Books | 708 | 288224 | 29 | 8180 | 737 | 296404 |
| e-Books | --- | --- | --- | --- | --- | --- |
| Journals | 14 | 20536 | 01 | 2432 | 15 | 22119 |
| e-Journals | --- | --- | --- | --- | --- | --- |
| Digital Database | 01 | --- | --- | --- | 01 | --- |
| CD & Video | 15 | --- | --- | --- | --- | --- |
| Others (specify) | --- | --- | --- | --- | --- | --- |

4.4 Technology up gradation (overall)

| | Total Computers | Computer Labs | Internet | Browsing Centres | Computer Centres | Office | Departments | Others |
|----------|-----------------|---------------|----------|------------------|------------------|--------|-------------|--------|
| Existing | 52 | 01 | 01 | At Library | --- | Yes | Yes | --- |
| Added | --- | --- | --- | --- | --- | --- | --- | --- |
| Total | 52 | 01 | 01 | --- | --- | --- | --- | --- |

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

Operation of Smart Boards, Wi-Fi operation

4.6 Amount spent on maintenance in lakhs :

i) ICT

40,500/-

ii) Campus Infrastructure and facilities

8,22,000/-

iii) Equipments

Nil

iv) Others

40,500/-

Total :

9,03,000/-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

1. Preparing students to present papers at National Level Seminars.
2. Facilitating students progression to higher studies or employment.
3. Intensifying stakeholders involvement in Institutional activities.
4. Arranging personality Development & Career guidance programmes.

5.2 Efforts made by the institution for tracking the progression

- Social Networks
- Alumni Meet
- Transfer Certificates

5.3 (a) Total Number of students

| UG | PG | Ph. D. | Others |
|-----|----|--------|--------|
| 322 | -- | -- | -- |

(b) No. of students outside the state

02

(c) No. of international students

Nil

| | | | | | |
|-----|-----|-------|-------|-----|-------|
| Men | No | % | Women | No | % |
| | 121 | 37.58 | | 201 | 62.42 |

| Last Year (2015-16) | | | | | | This Year (2016-17) | | | | | |
|---------------------|----|----|-----|-----------------------|-------|---------------------|----|----|-----|-----------------------|-------|
| General | SC | ST | OBC | Physically Challenged | Total | General | SC | ST | OBC | Physically Challenged | Total |
| 64 | 41 | 04 | 228 | 01 | 338 | 90 | 45 | 07 | 180 | 00 | 322 |

Demand ratio 1:1

Dropout %: 7.93%

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

Nil

No. of students beneficiaries

Nil

5.5 No. of students qualified in these examinations

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

5.6 Details of student counselling and career guidance

- Entrepreneurship awareness programme.
- Special lecture on group discussion & employability skills.
- Career oriented lecture on preparation for Chartered Accountancy.
- CA Coaching & guidance programme by Shri Vaibhav Mutalik

No. of students benefitted

250

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 |
| --- | --- | --- | 11 |

5.8 Details of gender sensitization programmes

| |
|---|
| Lecture on Gender Sensitization by Dr. Sheetal Bhide, Smt. Laxmi Patted (Beautician), Smt. Sunita Nikam (Tailoring Trainer) |
|---|

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 | Nil | Nil |
| Financial support from government | 182 | 337090 |
| Financial support from other sources | Nil | Nil |
| Number of students who received International/ National recognitions | Nil | Nil |

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: Gents Toilet

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION: Condensed to carve commerce culture and Concrecence in the Countryside
MISSION: To spread commerce education in the rural area and thereby contribute to the development of trade and industry in this part and the nation.

6.2 Does the Institution has a management Information System

Yes

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

6.3.1 Curriculum Development

Introduction of Certificate Courses in Tailoring & Beauty care

6.3.2 Teaching and Learning

Visit to Mysore Sandal Oil Factory, Mysore

6.3.3 Examination and Evaluation

As per University Guidelines.

6.3.4 Research and Development

Nil

6.3.5 Library, ICT and physical infrastructure / instrumentation

INFLIBNET,
Construction of classroom under GDA 12th Plan is in progress.

6.3.6 Human Resource Management

Felicitation to achievers.

6.3.7 Faculty and Staff recruitment

Nil

6.3.8 Industry Interaction / Collaboration

MSIL(Mysore Sales International Ltd.), Mysore

6.3.9 Admission of Students

As per Government Seat Matrix

6.4 Welfare schemes for

| | |
|--------------|---|
| Teaching | Provision of Advance Salary |
| Non teaching | Uniforms for class-4 employees, Provision of Advance Salary. |
| Students | Medical Assistance (First Aid Box, Blood Grouping) |

6.5 Total corpus fund generated

Nil

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 | Yes | Prof. C. R. Karisiddappa Former Professor and Chairman, Emeritus Professor(2008-2010) and Dr. Jayashree, Professor, Department of Sociology, Karnatak University, Dharwad. | Yes | Principal |
| Administrative | Yes | do | Yes | Principal |

6.8 Does the University/ Autonomous College declares 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?

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

6.11 Activities and support from the Alumni Association

Registered Alumni Association, Institution of Cash Prizes for meritorious students.

6.12 Activities and support from the Parent – Teacher Association

Assistance to conduct NSS Camp and Extension Activities.

6.13 Development programmes for support staff

Motivated to undergo ICT enabled programmes.

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

Maintenance of Solar Water Heater at Women's Hostel, Use of LED lamps at the campus, Observation of Zero Carbon Day, Swachcha Bharat Abhiyan, Segregation of obsolete computers and accessories and Conduct of Green Audit, Observation of World Environment Day.

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.

Renewal of INFLIBNET

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

Action Taken Report is reflected in Annual Report of the Institution –
Annexure-II Enclosed.

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

“ Writers’ Club” and “Veterinary Service” – **Annexure –IV Enclosed**

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

7.4 Contribution to environmental awareness / protection

Observation of World Environment Day, Zero Carbon Day, Tree Plantation (NSS & NCC)

7.5 Whether environmental audit was conducted? Yes No

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

Following is the abstracted SWOT analysis of the Institution:

STRENGTHS:

- Linkages with Small and Medium Enterprises.
- Scope for student centric activities.
- Existence of Self-funded Certificate Courses.
- Library with rich learning resources.

WEAKNESS

- Non existence of open elective choice.

OPPORTUNITY

- Scope for introduction of certificate courses.

THREAT

- Thrust for job among the students at entry level.

8. Plans of institution for next year

- Arranging skill and career based programmes.
- Increasing industrial interactions for students.

Annexure-I

Analysis of Feedback from students on Teachers

The student feedback on teachers is yearly taken on 4 point scale (4-Very Good, 3-Good, 2-Satisfactory and 1-Unsatisfactory). The 2016-17 year feedback analysis outcome reveals that the average points obtained by the teaching staff is 3.6

The highest scores points are for Q1: Knowledge base of teacher, Q3: Sincerity & Commitment as well as Q3: Interest generated by teacher.

The low points are for Q5: Ability to integrate course material with environment/ other issues. Other areas scored more than average.

The Head of the Institution counselled concerned staff to improve performance in the weaker areas.

Analysis of Feedback from Alumni & Parents

In the year 2016-17 two meetings of each Alumni and Parents were conducted. The parents suggested having more career oriented lectures. The Alumni suggested to make use of the alumni for arranging personality and entrepreneurial skill development based programmes for the current students. IQAC members also recommended to have more industry academic linkages and outreach activities in their meetings.

Annexure-II

S.D.V. S. SANGH'S

SHRI L. K. KHOT COLLEGE OF COMMERCE

ACADEMIC CALENDAR 2016-17

| Date | Activity/ Event |
|-----------------------------|---|
| <u>ODD SEMESTER</u> | |
| JUNE 2016 | |
| 17.06.2016 | Re-opening of the College |
| 18.06.2016 | Publication of provisional Time (ODD Semester) |
| July II/ III Week | NCC and NSS Enrollment |
| 20.06.2016 | Commencement of Teaching Work |
| 21.06.2016 | International Yoga Day |
| JULY 2016 | |
| 04.07.2016 | IQAC & Staff Council Meetings, Formation of Committees and Planning of Activities |
| 09.07.2016 | Fresher's Day |
| 12.07.2016 | Nomination of Class Representatives |
| 13.07.2016 | Tree Plantation NSS & NCC Units |
| 14.07.2016 | One Day Orientation for B. Com I Students |
| 16.07.2016 | Issue of Library Books |
| 16.07.2016 | Publication of Mentor Batches |
| 24.07.2016 | Shri. L. K. Khot Death Anniversary (Donor) |
| 25.07.2016 | Inaugural Function |
| 28.07.2016 | Cultural Programme – 01 |
| AUGUST 2016 | |
| 13.08.2016 | Induction Test for B. Com I Semester Students |
| 15.08.2016 | Independence Day Celebration |
| 18.08.2016 | Parent Teacher Association and Alumni Forum Meeting |
| 22.08.2016 to 24.08.2016 | <u>I Internal Assessment (I Test) - ODD SEMESTER</u> |
| 27.08.2016 | Zero Carbon Day |
| SEPTEMBER 2016 | |
| 06.09.2016 | IQAC Meeting |
| 10.09.2016 | A.D. Shroff Memorial Elocution Competition |
| 22.09.2016 to 24.09.2016 | <u>II Internal Assessment (II Test) - ODD SEMESTER</u> |
| 28.09.2016 | Women Empowerment Cell Activity |
| OCTOBER 2016 | |
| 13.10.2016 | Industrial Tour for Final Year Students |
| 01.10.2016 | International Day of Older Persons |
| 02.10.2016 | Gandhi & Shastri Jayanti |
| 15.10.2016 | Maharshi Valmiki Jayanti |

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|------------------------------|--|
| 22.10.2016 | Closing of ODD Semester |
| 23.10.2016 | Shri Appanagouda Patil Death Anniversary (Founder) |
| 23.10.2016 to 18.12.2016 | <u>ODD Semester End Examination, Mid Term Vacation, NSS Special Camp</u> |
| 01.11.2016 | Karnataka Rajyotsava |
| 17.11.2016 | Kanakadas Jayanti |
| <u>EVEN SEMESTER</u> | |
| DECEMBER 2016 | |
| 17.12.2016 | Publication of provisional Time Table (EVEN Semester) |
| 19.12.2016 | Commencement of Teaching Work |
| 25.12.2016 | IQAC Meeting |
| 30.12.2016 | Cultural Programme – II |
| JANUARY 2017 | |
| 12.01.2017 | Swami Vivekananda Jayanti |
| 26.01.2017 | Republic Day Celebration |
| 28.01.2017 | Personality Development Programme |
| FEBRUARY 2017 | |
| 06.02.2017 | Women Empowerment Cell Activity |
| 20-21.02.2017 | NAAC Peer Team Visit for 3 rd Cycle Accreditation |
| 23.02.2017 to 25.02.2017 | <u>I Internal Assessment (I Test) - EVEN SEMESTER</u> |
| 28.02.2017 | Annual Sports |
| MARCH 2017 | |
| 02.03.2017 | Career Guidance Programme |
| 08.03.2017 | International Women's Day |
| 13.03.2017 | IQAC Meeting |
| 21.03.2017 to 23.03.2017 | <u>II Internal Assessment (II Test) - EVEN SEMESTER</u> |
| APRIL 2017 | |
| 05.04.2017 and 06.04.2017 | Com-Fest 2017 Academic End Activities |
| 13.04.2017 | Prize Distribution and Cultural Programme |
| 14.04.2017 | Dr. Ambedkar Jayanti |
| 16.04.2017 | Orientation Programme for Final Year Students |
| 18.03.2017 | Farewell to Final Year Students |
| 25.04.2017 | End of Even Semester Teaching Work |
| 26.04.2017 to 20.06.2017 | <u>EVEN Semester End Examination, Mid Term Vacation</u> |
| June | AQAR Submission to NAAC |

College Calendar Committee

Principal

Annexure-III

S. D. V. S. SANGH'S

SHRI L. K. KHOT COLLEGE OF COMMERCE, SANKESHWAR

TRANSLATED ABSTRACT OF ANNUAL REPORT 2016-17

The details of actions taken and implemented by the institution for the academic year 2016-17 are as under:

CULTURAL COMMITTEE ACTIVITIES:

The cultural committee conducted several activities for the overall development of students some of them are highlighted as under:

- Inaugural Ceremony of College Activities held on 22-07-2016. President of the function was Shri. G. S. Indi Vice Chairman S.D.V.S. Sangh and the Chief Guest was Dr. S. S. Belagali, Registrar, Administrative Section, Rani Channamma University, Belagavi.
- 69th Independence Day was celebrated on 15-08-2016 and 67th Republic Day was celebrated on 26-01-2017. Chief Guest was Shri G. S. Indi, Chairman Local Governing Body, UG & PU Colleges of SDVS Sangh.
- Gandhi Jayanti, Valmiki Jayanti, Shastri Jayanti, Kanaka Das Jayayanti, Dr. Ambedkar Jayanti, Death Anniversary Shri Appanagouda Patil (the Founder's Day), were celebrated. Achievers felicitated on different occasions. Karnataka Rajyotsava was celebrated on 01-11-2016 by worshipping goddess Bhuvaneshwari.
- Miss. Anuradha Kumbhar & group bagged third prize in open group dance competitions at Satish Sugar Awards in Yamakanamardi.
- Miss. Priyanka Joshi, Harsha Patel & Preeti Kardegouda bagged first prize in Treasure Hunt Competition conducted by AIMR, Sankeshwar.
- The college observed Youth Week on account of 154th Swami Vivekananda Birth Anniversary from 12th January to 19th January 2017. Prof. V. B. Chougala of Majalatti College gave inaugural speech. Various activities like essay writing, singing, book exhibition and documentary show on Vivekananda were organized.
- Unique kind of folk festival "Sankranti Suggi" was observed under the guidance of Dr. D. D. Kulkarni.

WOMEN EMPOWERMENT CELL & PLANNING FORUM ACTIVITIES

The Women Empowerment Cell is actively run by Dr. S. I. Madiwalappagol and some of the activities carried by this cell as under:

- Observed International Women's Day and organized dance competition, dandiya competition and Marketing of Food Stuffs.
- Held lecture on self entrepreneurship by Smt. Laxmi Patted and Smt. Sunita Nikkam.
- Organized 52nd A. D. Shroff Elocution Competition.

INDUSTRIAL VISITS:

The institution arranged Industrial visits to Sandalwood oil Factory at Mysore and Madikeri, with the accompaniment of Dr. D. D. Kulkarni and Prof. S. V. Sanaki.

PARTICIPATION IN WORKSHOPS/CONFERENCES AND SEMINARS

The faculty members have participated in state, national and international level seminars and workshops. Some of them have presented papers on related themes.

PUBLICATIONS OF THE FACULTY

Dr. P. L. Harale and Dr. D. D. Kulkarni have published research articles in national and international journals. Dr. S. G. Mathapati has published a book titled "Nidaguruki Jeevubai – Comprehensive Literature Study".

STUDENT CENTRIC ACTIVITIES

Freshers Day was held on 3-8-2016 to welcome first year B.Com students. One day orientation programme for first year students was held at the beginning of the academic year on 02-08-2016. Workshop on Personality Grooming and Confidence Building was organised from 02-11-2016 to 05-11-2016 for B. Com III and V Semester students. This programme provided scope for students in understanding institution's infrastructure, academic, extra-curricular, co-curricular activities and extension services. A special lecture by Shri Vaibhav Mutalik on Preparation for Chartered Accountancy examination was arranged on 27-08-2016. A special lecture on Personality Development by N. M. Biradar, Chanakya Academy, Bijapur was organised. Three days orientation programme was held on Entrepreneurship & Employability by CEDOK for outgoing students during last month of academic year provided information about career opportunities.

The student oriented annual commerce festival "Vismay – 2017" was organized on 18th and 19th April 2016. Students involved in event management and

participated in competitions like Team Tactics, Treasure Hunt, Solo Dance, Antakshari and Cultural programmes. It was guided by Dr. D. D. Kulkarni and Prof S. V. Sanaki

The institution has a very unique kind of best practice named “Writers’ Club” for developing SWLR skills among the students. The articles written by the students were analysed and best articles were rewarded.

PARENTS AND ALUMNI MEET

During the last academic year two Parents meets and Alumni meets were held where grievances of students, suggestions from parents and opinions from alumni were accepted. These inputs were rationally taken for quality enhancement of the institution. Alumni Association is now a registered body presided by Shri D. S. Pachandi Advocate.

National Service Scheme

The NSS unit with 100 volunteers has taken lead role in creating national integration and rendering social services. It carried year long regular health, hygiene and construction activities. It participated in Blood Donation Camp in association with Annasaheb Galatage Blood Bank, Gadhinglaj. The NSS unit under the leadership of Prof. S. B. Kumbhar held annual special camp at adapted village ‘U. Khanapur’ from 20th March to 26th March 2017. Notable social and awareness programmes were conducted during this camp such as Veterinary Service, Free Eye Checkup, Free Health Checkup, Hygiene awareness rally to name a few. Mr. Prakash Khot and Miss. Rutuja Kulkarni were adjudged as Best NSS Volunteers. HIV Awareness rally, Elocution and Slogan Writing events were organised under Red Cross unit of the Institution.

National Cadet Corp

The institution’s NCC unit has 38 S. D and 18 S. W. Cadets. 04 Cadets have passed in “B” certificate exam and 01 cadet has passed in “C” certificate examination under the leadership of Dr. D. D. Kulkarni. About 35 cadets have attended NCC special camp. The NCC unit has participated in Swachh Bharat Abhiyan, AIDS awareness, Blood Donation, Tree Plantation and Awareness Rallies. Miss. Anuradha Kumbhar and Mr. Shubham Aswale were adjudged as best under officer and best cadet respectively.

SPORTS DIVISION

The institution held various sports activities for physiological and psychological development with its sufficient indoor and outdoor sports facilities. The sports meet was held on 28th March 2017 in which 250 students participated. Mr. Bheemappa Kanoji as well as Miss. Vidya Khot grabbed general championship award. Mr. Omkar Kurale, Mr. Bheemappa Kanoji and Mr. Sandeep Sangai, Satish Mr. Narvekar, Mr. Rushab

Pendse and Miss Shobha Payamalle participated in Rani Channamma University, Sports Meet. These activities were conducted by Prof. Z. D. Multani under the assistance of Physical director Prof. S. B. Dhawane.

SCOUTS AND GUIDES

The institution's scouts and guides division under the leadership of Prof Z. D. Multani held essay competition, special lectures and other activities. Mr. Mahantesh Madar and Miss. Padmaja Yadwad were selected as best scout and guide respectively.

LIBRARY

The institution's library has added enhanced the richness of study material by adding more number of books and journals. It has subscribed to INFLIBNET. It has OPAQ search facility, Library Information System, Bar Coding, e-resource centre. It has 19856 books. Miss K. V. Karadi as in-charge librarian and Shri. A. B. Khanai assistant are rendering the library services.

SC ST Cell

45 SC ST students are studying in the year. The cell is run by Prof. M. S. Kamble. It brings awareness regarding various financial assistances provided by government and other bodies to SC and ST students.

BEST BOY & BEST GIRL

Miss. Priyanka Joshi was adjudged as the Best Girl of the College and Mr. Prakash Mutnale was selected as the Best Boy of the College as well as Miss Anuradha Kumbar was selected as Best Girl of Final Year.

INSTITUTION ACHIEVEMENTS

The Institution has received award of appreciation by Annasaheb Galatage Blood Bank, Gadhinglaj for holding blood donation camp. The institution has undergone Academic & Administrative Audit as well as Green Audit during the year. NAAC peer team visited the institution on 20th & 21st February, 2017 and the institution has been accredited with "B++" by NAAC in the 3rd cycle.

Annexure - IV

Best Practices

Best Practice No.01

Title of the Practice:

“Writers’ Club”

Keywords:

Writing skills, writing habit, students, publish

Goal and Objectives

1. To provide a platform for students to learn the writing skills.
2. To encourage the students to inculcate the writing habit.
3. To make provision to express their views, ideas and opinions about a topic in writing.

Context:

The institution needed to address contextual features or challenging issues in designing and implementation of “Writers’ Club” are as follows:

Majority of the students admitted to the institution are from the countryside. They are brought up in the rural background with lot of inhibitions. They feel comfortable in using vernacular language with local accent. The institution strived to orient such students to gradually use the local language in professional way objectively and learn the English comprehension subjectively. Some students also feared to show their skills in preparing hand written articles.

The Practice

As a best practice of the Institution, a new club called the Writers’ Club is formed. It is run exclusively by the students. A student coordinator and some student members manage the activities of the club. The club announces topics covering various fields including education, entertainment, current affairs, political, social etc. on which the interested students submit the hand-written articles to the club in time. The collected articles are sorted and adjudged by the professors as well as the club members and then the best articles are published on the notice board and College miscellany. The best articles are encouraged with prizes.

Evidence of Success

After announcement of the very first article topic, the response was meager. The members of the club and the teachers decided to extend last date of article submission and encouraged more student writers to participate. Gradually, the response gained momentum and good number of articles on the announced topics being submitted. The writers club has been successful in encouraging the students to inculcate the writing habit among students. This has influenced students to prepare seminar papers and publish their article in college miscellany.

Problems encountered and resources required:

At the beginning the following problems were encountered:

- Lack of participation of students.
- Scarcity of funds for rewarding.

Notes:

This practice is unique. It enriches speaking, learning, reading and writing (SLRW) skills among students. It builds confidence in them to face competitive examinations. It leads to progression of students to higher studies.

Best Practice No.02

Title of the Practice:

“Veterinary Service”

Keywords:

Veterinary, Institution, Society, Domestic animals

Goal and Objectives

1. To render social service to the society.
2. To strengthen farming and dairies.
3. To provide veterinary services through medical aid to domestic animals.

Context:

The institution needed to address the contextual features or challenging issues in designing and implementation of “Veterinary Service” are as follows:

Sankeshwar town is surrounded by many villages with primary occupation of farming and dairy. Agriculture is carried conventionally by using primitive farming techniques with a lot dependency on domestic animals like Buffalo, Cow, Cattle, Sheep, Goat etc.

Due to the lack of finance, scarcity of fodder and seasonal water dependency, the farmers are facing difficulty in taking good care of their domestic animals. The farmers show inhibitions in bringing their domestic animals to the veterinary hospital or camp due to lot of presumptions and apprehension. This was the challenge faced by the institution to make good turnover of cattle to the health check up camp organized at adopted village.

The Practice

The “Veterinary Service Camp” is planned and implemented through annual special NSS camp at an adopted village. The head of the institution and NSS Programme Officer coordinate with the village Panchayat and the programmes of the camp are finalized. One of the regular and socially oriented services offered by the institution’s NSS special camp is “The Veterinary Camp”. The institution makes correspondence with the veterinary medical officer and invites him/her for the camp. The NSS volunteers led by the programme officer visit the homes of adopted village and neighbouring area and publish about the schedule and importance of the veterinary camp. Necessary arrangements are done to carry out the same.

Evidence of Success

The above discussed practice resulted in taking out the inhibitions and apprehension of farmers about veterinary service. Variety of domestic animals are diagnosed with diseases and necessary treatments are provided. The farmers get this service at very near to their homes at free of cost. The medical officer also suggests the farmers about looking after the domestic animals. The magnitude of domestic animals visiting the camp has been increasing.

Problems encountered and resources required:

The institution sometimes faces difficulty in assigning veterinary medical officer due to their prior commitments. It also faces problems in arranging necessary medicines and

drugs due to paucity of funds. The funds allocated for NSS annual special camp by the university is limited.

Notes:

This practice is unique. It conglomerates the institution and society in the efforts of community engagement. This ensures concern of the institution towards social upliftment. It indirectly contributes to the growth of agriculture and dairy.

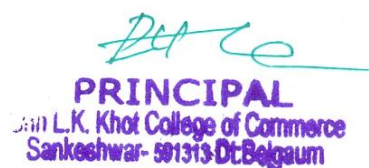
Name Dr. S. I. Madiwalappagol



Signature of the Coordinator, IQAC

Date: 12-08-2017

Name : Prin. Dr. P. L. Harale



Signature of the Chairperson, IQAC
