INTERNAL QUALITY ASSURANCE CELL (IQAC)

Annual Quality Assurance Report

For the Period 1st July 2012 to 30th June 2013

Sri Kottala Basaveshwara Bharatiya Shikshana Samiti's

SETH SRI TULSIRAM GILDA

NRUPATUNGA ARTS AND COMMERCE FIRST GRADE

COLLEGE, SEDAM (KARNATAKA) 585222

Submitted to

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

Table of Content

Sl.No	Content	Page No
	Part - A	
1	Details of the Institution	3
2	IQAC Composition and Activities	6
	Part - B	
3	Criterion – I: Curricular Aspects	9
4	Criterion – II: Teaching, Learning and Evaluation	10
5	Criterion – III: Research, Consultancy and Extension	12
6	Criterion – IV: Infrastructure and Learning Resources	15
7	Criterion – V: Student Support and Progression	17
8	Criterion – VI: Governance, Leadership and Management	19
9	Criterion – VII: Innovations and Best Practices	23
10	Annexure	26

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

AQAR for the year

> **2012-13**

1. Details of the Institution

1.1 Name of the Institution

> **NRUPATUNGA ARTS & COMMERCE COLLEGE**

1.2 Address Line 1

> **NRUPATUNGA ARTS & COMMERCE COLLEGE**
>
> **UDGI ROAD SEDAM - 585222**

Address Line 2

> **Dt. KALABURGI, KARNATAKA STATE**

City/Town

> **SEDAM TOWN**

State

> **KARNATAKA**

Pin Code

> **585222**

Institution e-mail address

> **ndcsedam@rediffmail.com**

Contact Nos.

> **08441-276305**

Name of the Head of the Institution

> **Dr. Manne Hashreddy**

Tel. No. with STD Code:

> **08441-276305**

Mobile:

> **9845268525**

Name of the IQAC Co-coordinator: **Dr. Vasudev**

Mobile: **09448813482**

IQAC e-mail address: **Vasuagni55@gmail.com**

1.3 **NAAC Track ID** **KACOGN11693**

OR

1.4 **NAAC Executive Committee No. & Date:** **EC/58/RAR/056**

1.5 Website address: **www.ndcsedam.org**

Web-link of the AQAR: **www.ndcsedam.org**

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	**B++**	**-**	**2005**	**2010**
2	2nd Cycle	**B**	**2.84**	**2012**	**2017**
3	3rd Cycle				
4	4th Cycle				

1.7 Date of Establishment of IQAC: **2005**

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

    i. AQAR   *2012-13submitted to NAAC on 30-11-2016*
   ii. AQAR
  iii. AQAR
  iv. AQAR

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 ✓

(e.g. 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)   . MCOM

1.11 Name of the Affiliating University *(for the College)* | GULBARGA UNIVERSITY, KALABURGI

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 (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers — 7

2.2 No. of Administrative/Technical staff — 2

2.3 No. of students — 3

2.4 No. of Management representatives — 1

2.5 No. of Alumni — 1

2. 6 No. of any other stakeholder and community representatives — 2

2.7 No. of Employers/ Industrialists — 1

2.8 No. of other External Experts   [1]

2.9 Total No. of members   [18]

2.10 No. of IQAC meetings held   2

2.11 No. of meetings with various stakeholders: No. [1]   Faculty [2]

Non-Teaching Staff Students [2]   Alumni [1]   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

   Enhancement in teaching and learning process and research work

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
English certificate / diploma course	Sanctioned
N.S.S activities to be strengthened	Special camp at kodla village from 2/1/2013 to 8/1/2013
Research work	National seminar, award of PhD to faculty member

* Attach the Academic Calendar of the year as Annexure. **(ANNEXURE -1)**

2.15 Whether the AQAR was placed in statutory body   Yes ☑   No ☐

Management ☑   Syndicate ☐   Any other body ☐

Provide the details of the action taken

A meeting was held with the Management & the problems related to the college, staff and students were discussed.

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	NIL	NIL	NIL	NIL
PG	01	NIL	1(MCOM)	NIL
UG	04	NIL	2(BBM, BSC)	NIL
PG Diploma	NIL	NIL	NIL	NIL
Advanced Diploma	NIL	NIL	NIL	NIL
Diploma	NIL	NIL	NIL	NIL
Certificate	NIL	NIL	NIL	NIL
Others	01(KSOU)	NIL	NIL	NIL
Total	06	00	03	00

Interdisciplinary				
Innovative				

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

Pattern	Number of programmes
Semester	UG=4, PG=1 TOTAL = 5
Trimester	NIL
Annual	NIL

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 2)

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

English optional

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

Yes, Mcom

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
15	01	12		2

2.2 No. of permanent faculty with Ph.D. | 07 |

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 | 20 | | 03 | | 02 |

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended		05	09
Presented papers			03
Resource Persons			

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

> Use of ICT in teaching. Presentation and interactive session's of students, guest lecturers, soft skills training programs

2.7 Total No. of actual teaching days during this academic year | 180 |

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 Gulbarga university kalaburagi rules and regulations.

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

BOS: 3	BOE: 10	

2.10 Average percentage of attendance of students

80%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A{Final}	97	40.20	31.35	2.06	18.55	92.78
B.COM{Final}	80	28.75	41.25	2.50	7.50	80.00
B.B.M{Final}	14	--	64.28	14.28	--	78.57
B.Sc{Final}	16	12.50	50.00	--	--	62.50
Mcom {2nd sem}	28					92.86

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

It encourages teaching and learning process and guides wherever necessary

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
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	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	04	02	00	01
Technical Staff	----	----	----	-----

Criterion – III

3. Research, Consultancy and Extension

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

IQAC promotes faculty members to register PhD and Mphil .degrees. Special leaves are sanctioned per course work, conference and seminars.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number		02		
Outlay in Rs. Lakhs		1369400		

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		01		
Outlay in Rs. Lakhs		80000		

3.4 Details on research publications

	International	National	Others
Peer Review Journals		04	
Non-Peer Review Journals			
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	2	UGC	1369400	1369400
Minor Projects	1	UGC	80000	80000
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects *(other than compulsory by the University)*				
Any other(Specify)				
Total			1449400	1449400

3.7 No. of books published   i) With ISBN No. | 02 | Chapters in Edited Books | |

ii) Without ISBN No. | 13 |

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			01		01
Sponsoring agencies			KSTA B'LORE		KBBSS AND VIKAS ACADEMY

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

3.13 No. of collaborations   International | | National | | Any other | 01 |

3.14 No. of linkages created during this year | |

3.15 Total budget for research for current year in lakhs:

From funding agency | UGC | From Management of University/College | [ ]

Total | 1449400

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
02				02		

3.18 No. of faculty from the Institution
who are Ph. D. Guides | 04
and students registered under them | 10

3.19 No. of Ph.D. awarded by faculty from the Institution | 02

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

JRF [ ]   SRF [ ]   Project Fellows [ ]   Any other | 01

3.21 No. of students Participated in NSS events:

University level | 02   State level | 07

National level | 10   International level | [ ]

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 [01]   State level [01]

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 [01]

NCC [ ]   NSS [02]   Any other [1]

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

- publication of journals

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	10.5		Management	10.5
Class rooms	12		Management	12
Laboratories	02		Management	02
Seminar Halls				
No. of important equipments purchased (≥ 1-0 lakh) during the current year.		4	UGC	4
Value of the equipment purchased during the year (Rs. in Lakhs)		1020000	UGC	10,20,000
Others				

4.2 Computerization of administration and library

Open access system

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	21380	2088703	652	151709	22032	2240412
Reference Books						
e-Books	55100	5000	55100	5000	55100	5000
Journals	15	8500	21	12155	36	20655
e-Journals	2100	5000	1000	5000	3100	5000
Digital Database						
CD & Video	24	7200	6	1800	30	9000
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	50	02	02	02	02	01	02	03
Added	0							
Total	50	02	02	02	02	01	02	03

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

Separate lab for basic learners

4.6 Amount spent on maintenance in lakhs :

i)   ICT

ii) Campus Infrastructure and facilities   949985

iii) Equipments   680000

iv) Others

Total :   1629985

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Personality development classes.

5.2 Efforts made by the institution for tracking the progression

Result Evaluation, placements, Research Paper writing by students

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
590	28		

(b) No. of students outside the state

0

(c) No. of international students

0

Men

No	%
364	58.89

Women

No	%
256	41.10

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
48	100	08	493		649	40	109	07	464		618

Demand ratio   Dropout 1.77%

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

A centralized system of management is having competitive examination wing

No. of students beneficiaries   20

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

> Subject specialization seminar, aptitude, soft skills, class mentors, placement counsellor, care club, parents meet.

No. of students benefitted   50

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed

5.8 Details of gender sensitization programmes

> Self defence session for girl students, woman grievances cell.

5.9 Students Activities

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

State/ University level   10   National level   2   International level [ ]

No. of students participated in cultural events

State/ University level   06   National level   01   International level [ ]

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

Sports: State/ University level | 05 | National level | 2 | International level | |

Cultural: State/ University level | 00 | National level | 0 | International level | |

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution		
Financial support from government	252	441430
Financial support from other sources	12	2500
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 | 01 |

5.13 Major grievances of students (if any) redressed _____

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION: TO STRIVE FOR INTEGRATION OF GYANA (KNOWLEDGE) AND KARMA (ACTION) RESULTING IN ANAND (JOY),

MISSION: TO ENDEAVOUR FOR TRAINING MANPOWER FOR EMPLOYMENT AND EMPLOYABILITY, DEVELOPMENT OF PERSONALITY TRAITS - PHYSICAL, INTELLECTUAL, EMOTIONAL, SPIRITUAL AND ETHICAL, DEVELOPMENT OF NATIONAL INTEGRATION

6.2 Does the Institution has a management Information System

Yes, the institution has, as and when we require information and guidance, the management is cooperating with us in this regard. In addition, the head of the institution through notice and SMS gives information to the staff and students.

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

6.3.1 Curriculum Development

1) Teaching plans and methodologies
2) Subject allocation as per specialization of teachers.
3) Feedback from alumni, visiting faculties

6.3.2 Teaching and Learning

Feedback: remedial class, well stocked library, ICT, innovative practices in teaching seminars.

6.3.3 Examination and Evaluation

Different types of evaluation methods and transparency is achieved university appointed college examination officers to ensure smooth conduction of exams

6.3.4 Research and Development

Major and minor projects by the UGC teachers association.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Internet facility with Wi-Fi

6.3.6 Human Resource Management

Various leaves additional increments evaluations through CR study leave for faculties pursuing research degrees.

6.3.7   Faculty and Staff recruitment

> Management recruits the faculty and staff, teaching and non-teaching.

6.3.8   Industry Interaction / Collaboration

> Active PC ensures industry –institute interaction,
> industry experts are invited to take workshops
> "alumni Meet "every year.

6.3.9   Admission of Students

> Admissions are done as per university rules and regulations.

6.4 Welfare schemes for

Teaching and non teaching	1) Sponsored trainings: teaching and non-teaching staff are being sent for various workshops, trainings and the expenses are borne by institute. 2) Staff tour: the management every year sponsors a teaching and non-teaching staff tour. 3) Staff academy: the committee prepares the list of staff that has some special achievements in curricular , co-curricular and extracurricular field and felicitation of the staff is done by principal in general meeting.
Students	Books are given and financial help is made to the needy by the staff.

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) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic			YES	IQAC
Administrative	YES	CA		

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?

> Exam committee formed

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

> NO

6.11 Activities and support from the Alumni Association

> Interaction with present students, sharing of knowledge, experience, suggestions etc

6.12 Activities and support from the Parent – Teacher Association

> Regular meetings held, student counseling and problem solving, parents feedback focused on improvement area of students.

6.13 Development programmes for support staff

> 1) Workshop on counselling of emotional problems.
> 2) Yoga, meditation and health camp

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

> Energy conservation, water harvesting, plantation, uses of renewable energy sources solar panel etc.

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.

> Care club, research sessions, teacher's dairy, and women grievance cell.

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

> *ANNEXURE 3*

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

> - Samavarthana
> - Student forum for social awareness and action

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

7.4 Contribution to environmental awareness / protection

> Solar energy, water harvesting

7.5 Whether environmental audit was conducted?   Yes ☐   No ☑

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

Strengths:
1) Good Infrastructure facility

2) Quality Education

3) Education for under privileged students

4) Experienced faculty members

5) Using modern teaching techniques

Weakness:
1) Quality of the students admitted to the course is below average.

2) The socio-economic background of many of the students (some of them are first and second generation learners) admitted in the College is responsible for poor language competence (both in their mother tongue as well as English). This leads to an unsatisfactory level of comprehension and communication, particularly in the first two semesters.

Opportunities:
1) Improved quality characteristics of student body

2) To focus on Continuous improvement

3) To introduce more number of job oriented and skill development, self employed courses and other emerging subjects
4) Faculty should enrol for Ph.D.

5) To introduce online courses

Threats:
1) Enhance the strength and nullify the weakness

2) Never to miss any opportunity

3) Meeting the expectation of the students

8. **Plans of institution for next year**

Planning to arrange "student's conference" to motivate students for research work.

Name: Vasudev Agnihotri   *Name: Dr . Manne Hasreddy*

_____   _____

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

ANNEXURE-1
CALENDAR OF EVENTS FOR THE
ACADEMIC YEAR 2012-13

Sl.No	Particulars	Dates
1	Re-opening of I II & V Semesters	15-06-2012
2	Commencement of Classes	25-06-2012
3	One day Orientation Programme for fresher's	25-07-2012
4	Poojya Madivalayya Swamiji's Celebration	26-07-2012
5	Selection and election (if necessary) of Students to form students Union	3-08-2012
6	Academic. Literary, Sports activities/competitions	06-08-2012 to 11-08-2012
7	Mitra Mandali Inauguration	11-08-2012
8	Independence day celebration	15-08-2012
9	Test/Tutorials	23-08-2012 to 24-08-2012
10	Teacher's day – Dr.S.Radha Krishna Jayanti	05-09-2012
11	Special Lecture By Resource Persons	11-09-2012
12	Hindi Celebration day	14-09-2012
13	H.K Vimochana day	17-09-2012
14	One day Picnic	22-09-2012
15	Internal Test/Tutorials	26-09-2012
16	Mahatma Gandhi & Lal Bahadur Shastri Jayanti	02-10-2012
17	Internal Test/Tutorials	04-10-2012 to 06-10-2012
18	Last Working day for I III & V sem.	10-10-2012
19	Valmiki Jayanti	29-10-2012
20	Kanaka Jayanti	01-12-2012
21	Re-opening of Classes II IV & VI Sem	03-12-012
22	Dr,Ambedkar Parinirvan day	06-12-2012
23	Industrial Tour	22-12-2012 to 29-12-2012
24	Test/Tutorials	31-12-2012
25	Vivekanand Jayanti (Celebration of youths week)	12-01-2013
26	Test/Tutorials	19-01-2013
27	Competitions : Academic/Sports etc.	21-01-2013 to 25-01-2013
28	Netaji Subhash Chandra Bose Jayanti	23-01-2013
29	Republic day	26-01-2013
30	Vasanth Panchami	15-02-02013
31	Special Lecture/Seminar	24-02-2013
32	Personality development Class	12-03-2013
33	Internal Test	13-03-2013 to 14-03-2013
34	Valedictory	16-03-2013
35	Samavarthana	23-03-2013
36	Last working day for even semesters	25-03-2013

ANNEXURE: 2

1. <u>Alumni :</u>

   1) Grammar and spoken English classes do run throughout the year.

   2) New volumes and journals should be added to the library.

2. <u>Parents :</u>

   1) College magazine should be brought regularly with articles and creative writings of their wards.

3. <u>Students:</u>

   1) Toilet should be made Hi-tech.

   2) Encourage smart classes.

   3) Coaching classes for all sorts of competitive exams.

   4) Improve cultural activities.

ANNEXURE-3

A BRIEF REPORT OF THE PLAN OF ACTION OF: 2012-2013

The institution is sincerely keeping up its set tradition of welcoming the new comers and sending off the final year students. The welcome function was held on 25/07/2012. In addition, the send off was organized on 26/03/2013. The institution holds an orientation programme to the newly admitted students every year. The programme aims at giving a complete picture of the institution and the persons working in it.

The institution also conducted special coaching classes of spoken English, basic computer learning course and soft skills. The students who admitted at the institution are from rural and semi-urban areas such students are certainly benefitted by these programmes.

The institution during its academic year continuously strived hard to inculcate social, moral, human and patriotic values among the student by organizing the birth – anniversaries of great personalities and national festivals.

The institution is keenly observing some of the best practices and we believe, they bring both mental and physical discipline among the staff and the students. Some of them are work done diary, tests, exams, uniform, teachers evaluation by students, teachers exchange programme, special lectures, coaching classes, publication of articles, participation and paper presentation at seminars, our some of the staff served as resource persons at various functions and writing books.

The institution is kind enough to accept the feedback given by outgoing students, parents and alumni. We respect their valuable suggestions and correct ourselves if any shortcomings are found.

The "MITRA MANDALI" inauguration is done on 11/08/2012 various functions and special lecturers were conducted throughout the year. The "MITRA MANDALI" gives an opportunity to the students to exhibit their talents at the divisional level competitions.

The institution believes that community service is an important as imparting education to the students. The N. S. S unit in its special camps nurtured plants and keeps the surroundings clean and green.

The passing percentage of the institution is usually higher than the passing percentage of the university. It is interesting to know that the first class with distinction students are more in number than the second class and pass class students.