

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Annual Quality Assurance Report

For the Period 1st July 2013 to 30th June 2014



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

2013-14

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	1 st Cycle	B++	-	2005	2010
2	2 nd Cycle	B	2.84	2012	2017
3	3 rd Cycle				
4	4 th 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 **2012-13** submitted to NAAC on 30-11-2016
- ii. AQAR **2013-14** submitted to NAAC on 30-11-2016
- 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)

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

2.9 Total No. of members

2.10 No. of IQAC meetings held 2

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

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
National seminar	“E – Finance” 28 to 30 March
N.S.S activities to be strengthened	Special camp at Biballi village tq sedam
Research work	National seminar, award of PhD to faculty member
Social awareness program	Aids awareness and blood camp dated on 22/10/2013

** 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

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	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* (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 (ANNEXURE 2)*

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

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
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	2	19	05
Presented papers		3	02
Resource Persons		01	

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

Adopted LCD and made 2 audio visual rooms

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)

C. C cameras adopted and exam committee formed, as per Gulbarga university kalaburagi

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

BOS: 2	BOE: 11	
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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}	72	30.55	22.22	---	37.50	90.27
B.COM {Final}	100	24.00	41.00	4.00	9.00	78.00
B.B.M {Final}	--	--	--	--	--	---
B.Sc {Final}	02	100	--	---	---	100
Mcom {Final}	26	-	50.00	42.30	--	92.31

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

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	1
Faculty exchange programme	5
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	01	01		01
Outlay in Rs. Lakhs	695200	674200		695200

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		01	02	
Outlay in Rs. Lakhs		80000	200000	

3.4 Details on research publications

	International	National	Others
Peer Review Journals		07	
Non-Peer Review Journals			
e-Journals			
Conference proceedings			

3.5 Details on Impact factor of publications:

Range

Average ☒

h-index

Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects	2	UGC	200000	150000
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total			200000	150000

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	Level	International	National	State	University	College
organized by the Institution	Number		01			02
	Sponsoring agencies		UGC			MGMT

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	
	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		01	02			

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

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. Of Awards won in NSS: University level State level
National level International level

3.24 No. Of Awards won in NCC: University level State level
National level International level

3.25 No. of Extension activities organized

University forum College forum
NCC NSS Any other

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

- Along with regular activities celebrated NSS foundation day, blood donation camp, free health check up, AIDS awareness program etc

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		Managemen	12
Laboratories	02		Managemen	2
Seminar Halls				
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	07	01		8
Value of the equipment purchased during the year (Rs. in Lakhs)	10,20,000	2,00,000	UGC	12,20,000
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	22032	2240412	745	165181	22777	2405593
Reference Books						
e-Books	55100	5000			55100	5000
Journals	36	20655	05	2500	41	23155
e-Journals	3100	5000			3100	5000
Digital Database						
CD & Video	30	9000	5	1600	35	10600
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	60	02	02	02	02	01	02	03
Added	0							
Total	60	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

iii) Equipments

200000/-

iv) Others

Total :

2 Lakhs

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Fees exemption

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
506	52		

(b) No. of students outside the state

0

(c) No. of international students

0

Men	No	%	Women	No	%
	322	57.70		246	42.30

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
40	109	07	464		618	34	102	08	415		558

Demand ratio

Dropout 3.04%

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

Yes Vikas Academy Provided.

No. of students beneficiaries

50

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

5.7 Details of campus placement

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

5.8 Details of gender sensitization programmes

Women cell .

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	17	85000
Financial support from government	282	1361410
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

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

The institution has no power to develop the curriculum on its own. It follows the syllabus prescribed by the University. However, some of the staff being BOE members is contributing to the syllabus development.

6.3.2 Teaching and Learning

- 1) The institution encourages the staff to take part in all kinds of seminars, conferences and workshops to update their teaching and learning competency.
- 2) They are also asked to go for internet for latest developments in their respective subjects.

6.3.3 Examination and Evaluation

- Regular tests and exams are conducted where evaluation is done and grades are allotted, based on which internal marks are awarded.
- Students are encouraged to give seminars with or without using ICT. Students were asked to write assignments. Experts were called to give lectures for students how to face examination and get success in them.

6.3.4 Research and Development

- Three of the staff members have Guide ship.
- The teachers publish articles, edited books, written books without/with ISBN numbers.
- Major and Minor projects by the UGC teachers association.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- New books were purchased during the year.
- New dailies, magazines and journals were subscribed.
- 80% the classrooms, Library and corridors are equipped with CCTV cameras.
- There is separate ICT room which is used by all departments and two mobile LCDs which is used for seminars and conducting classes.

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

- 1) Alumni association takes active part in important functions of the institution.
- 2) They give valuable advices.
- 3) Donated the books.

6.12 Activities and support from the Parent – Teacher Association

Parents at their parents meeting express opinions and give valuable advices for the betterment of the institution.

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.

1. To create environmental awareness among all students.
2. It was planned to arrange a lecture on the issues related to environmental pollution, protection and cleanness.
3. Encourage the Staff to teach through ICT and use of internet

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

On 2/10/2014 Trees planted in college campus and surrounding of the campus was cleaned.

7.5 Whether environmental audit was conducted? Yes ☐ No ☒

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

Strength:

1. Peaceful Environment and good infrastructure.
2. Well-qualified, dedicated and diversified Faculty with specialization in different areas.
3. We always support the sports, cultural and extra curriculum activities to our students.
4. We are running need based program.
5. Well planned teaching learning process.
6. Maintaining the Lesson Plan, Course Dairy by the faculties.
7. Best innovative practices we are following.
8. Library facilities provided to the students.

Weakness:

- 1) 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

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

NATIONAL SEMINARS

Name: ***Vasudev agnihotri***

Name: ***Manne Hasreddy***

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

ANNEXURE-1

CALENDAR OF EVENTS FOR THE ACADEMIC YEAR 2013-14 1ST TERM

24-06-2013	College Re- Opening Day
24-06-2013	COMMENCEMENT OF CLASSES
10 -08-2013	One day orientation programme for Freshers
07-08-2013 to 13-08-2013	Academic Literary , Sports Activities /Competition .etc
14-08-2013	Poojya Madivalayya Swamiji Punya Smarane Celebration
15-08-2013	Independence Day
22-08-2013	Selection & Election of Students to form students Union.
24-08-2013 to 30-08-13	Test & Tutorials.
29-08-2013	National Sports Day.
05-09-2013	Teacher's Day /Dr.S.Radhakrishnan
07-09-2013	Inauguration of Mitra mandali
14-09-2013	Hindi Day
17-09-2013	Hyderabad Karnataka Vimochana Day.
28-09-2013	One Day Picnic
17-10-2013	Special Lecture / Seminar
18-10-2013	Valmiki Jayanthi -
28-10-2013 to 30-10-13	Test & Tutorials.
31-10-2013	Last Working Day.

CALENDAR OF EVENTS FOR THE ACADEMIC YEAR 2013-14 2ND TERM

02-01-2014	College Re- Opening Day
12-01-2014	
TO	OBSERVATION OF NATIONAL YOUTH
19-01-2014	WEEK & SWAMI VIVEKANANDA JAYANTI
23-01-2014	Netaji Subashchandra Bose Jayanti.
24-01-2014	Sports, Debate, quiz, etc..competitions
&	
25-01-2014	
26-01-2014	Celebration of Re-Public Day
04-02-2014	Vasant Panchami.
17-02-2014	Special Lecture-I
21 & 22-02-2014	Internal Tests-I
08-03-2014	International Women's Day
14 & 15-03-2014	Career Guidance & Counselling.
17-03-2014	Special Lecture -II
21 & 22-03-2014	Internal Tests-II
28,29 -03-2014.	National Seminar on Impact & Challeges Of E-Finance.
03-04-2014	Samavarthana
14-04-2014	Dr.B.R.Ambedkar Jayanti.
20-04-2014	Internal Test -III
21-04-2014	Valedictory Function
30-04-2014	Last Working Day.

ANNEXURE: 2

1. Alumni :

- 1) Grammar and spoken English classes do run throughout the year.
- 2) New volumes and journals should be added to the library.
- 3) Add more technical oriented courses.

2. Parents :

- 1) College should provide more buses for students.
- 2) College should conduct more parents meetings.

3. Students:

- 1) Toilet should be made Hi-tech.
- 2) Encourage smart classes.
- 3) Coaching classes for all sorts of competitive exams.
- 4) Improve cultural activities.
- 5) Improve sports activities.

ANNEXURE-3

A BRIEF REPORT OF THE PLAN OF ACTION OF: 2013-2014

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 10/08/2013. In addition, the send off was organized on 03/04/2014. 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 07/09/2013 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.