



## Yearly Status Report - 2018-2019

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>	ACHARYA TULSI NATIONAL COLLEGE OF COMMERCE
Name of the head of the Institution	Prof. Prakash Babu R. L.
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	08182279180
Mobile no.	9480329961
Registered Email	atncc.smg@gmail.com
Alternate Email	rlprakashbabu.atncc@gmail.com
Address	Mahaveer Circle, BalarajUrs Road
City/Town	SHIMOGA
State/UT	Karnataka
Pincode	577201

<b>2. Institutional Status</b>					
Affiliated / Constituent		Affiliated			
Type of Institution		Co-education			
Location		Urban			
Financial Status		state			
Name of the IQAC co-ordinator/Director		Prof. M. G. Subhash			
Phone no/Alternate Phone no.		08182279180			
Mobile no.		9480277800			
Registered Email		atncc.smg@gmail.com			
Alternate Email		rlprakashbabu.atncc@gmail.com			
<b>3. Website Address</b>					
Web-link of the AQAR: (Previous Academic Year)		<a href="http://atncc.org/NAAC/atncc_agar_2017-18.pdf">http://atncc.org/NAAC/atncc_agar_2017-18.pdf</a>			
<b>4. Whether Academic Calendar prepared during the year</b>		Yes			
if yes,whether it is uploaded in the institutional website: Weblink :		<a href="http://atncc.org/NAAC/Institutional_Calendar_2018-19.pdf">http://atncc.org/NAAC/Institutional_Calendar_2018-19.pdf</a>			
<b>5. Accrediation Details</b>					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	Four Star	70.75	2001	03-Aug-2001	02-Aug-2006
2	B	2.86	2008	16-Sep-2008	15-Sep-2013
3	B	2.56	2016	25-May-2016	24-May-2021
<b>6. Date of Establishment of IQAC</b>			20-May-2011		
<b>7. Internal Quality Assurance System</b>					

Quality initiatives by IQAC during the year for promoting quality culture

Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Historical monuments exclamation & clean @ kelaginabedara, hosahalli	11-Sep-2018 1	72
Soft skills & interview skills training program by Gallagher co	17-Sep-2018 6	292
Mahatma Gandhi Jayanathi	02-Oct-2018 1	74
Hindi diwas celebration	18-Sep-2018 1	48
Management club inauguration	15-Sep-2018 1	172
Vivekananda Jayanathi	12-Jan-2019 1	69
Aptitude test by ETEN	21-Jan-2019 1	124
Cash less payment training to college students	25-Jan-2019 1	200
Republic day	26-Jan-2019 1	148
Yoga day & Training	27-Jan-2019 1	38
NSS Camp	31-Jan-2019 7	110
Eye check up camp	01-Feb-2019 1	335
Management of stage	01-Feb-2019 1	165
Free health check up camp for animals	02-Feb-2019 1	320
Introduction of trees & forest resources protection	02-Feb-2019 1	230
Pulse polio	03-Feb-2019 1	320
Human relation & Human values	04-Feb-2019 1	176
Awareness on law & legal	04-Feb-2019 1	450
Mental stress	04-Feb-2019 1	178
Self employment & training for youth	04-Feb-2019 1	320

Blood check & donation camp	05-Feb-2019 1	340
Economic development in rural areas	05-Feb-2019 1	188
Awareness road safety & air pollution control	05-Feb-2019 1	280
Management fest @ Belgaum	01-Feb-2019 4	20
Women's day	08-Mar-2019 1	482
Soft skill training for students	06-Mar-2019 4	40
Campus recruitment drive by Xchanging co	18-Mar-2019 1	250
College Ethnic day	23-Mar-2019 1	1112
Campus recruitment drive by Gallagher co.	06-Apr-2019 1	135
Dr. B.R Ambedkar Jayanthi	14-Apr-2019 1	82
Orientation to I B.com / BBA students	23-Jun-2018 1	369
Free tailoring camp @ Muddinakoppa	30-Jun-2018 1	58
Blood test & donation, health check-up under red cross	16-Jul-2018 1	450
Eye check up	17-Jul-2018 1	315
Inaugural ceremony of co-curricular activities	01-Aug-2018 1	658
Independence day	15-Aug-2018 1	163
Co- operative general body meeting	01-Sep-2018 1	355
Teachers day celebration	05-Sep-2018 1	44
Eten office inauguration	07-Sep-2018 1	51

**8. Provide the list of Special Status conferred by Central/ State Government-UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
nil	nil	nil	2019 0	0

[View File](#)

**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View File](#)

**10. Number of IQAC meetings held during the year :**

2

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

**11. Whether IQAC received funding from any of the funding agency to support its activities during the year?**

Yes

If yes, mention the amount

586077

Year

2018

**12. Significant contributions made by IQAC during the current year(maximum five bullets)**

Bridge courses for Non Commerce, BBA Bcom Students

Blood test/ donation, health checkup under College Youth Red Cross

Soft skills interview skills certificate Programme by Gallagher under MOU

International Womens Day

Campus Recruitment drive by Xchanging software company, Shimoga

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**13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year**

Plan of Action	Achivements/Outcomes
First half of the Academic year odd Semester	Re open on 04.06.2018
Student Admission to First Year Degree classes.	Admission process completed
World Environmental day	310 students participated

Orientation classes	284 students participated
World Yoga Day	15 students participated
Orientation programme	For I B.com & I BBA Students
Bridge course classes for I BBA and I B.Com students.	Bridge course conducted
Awareness on personal hygiene.	125 Students attend
Selection of class representatives	For B.Com & BBA Students
World Population Day	311 Students participated
N.S.S. Advisory Committee Meeting	All Faculty members attend
Internal Test	All Students attended
Independence Day Celebration and Nagarapanchami Festival	All Faculty members & students attend
Teachers day Celebration	All Faculty members & students attend
2nd Internal Test	All Students attended
N.S.S. Day Celebration	200 students & faculty attended
College Governing Council Meeting	Governing council meeting held
Celebration of Gandhi Jayanthi	56 students & faculty attended
MahalayaAmavasye	Holiday declared
Last working day of odd Semester	All Faculty attended
Kuvempu University Semester Examinations and central Valuation	All teachers participated
Mahanavami / Ayudapooje	Holiday declared
Vijayadashami	Holiday declared
ValmikiJayanthi	Holiday declared
Kannada Rajyotsava	All Faculty members & students attend
Narakachaturdasi Festival	Holiday declared
Balipadyami Festival	Holiday declared
ID-E-MILAD Festival	Holiday declared
KanakadasaJayanthi	Holiday declared
Commencement of II, IV and VI semester classes (Even Semester)	10.12.2018 Class re-opened
Legal awareness about Atrocity act.	114 students attended
New year Day Celebration.	All Faculty members & students celebrated
Celebration of Vivekananda Jayanthi	All Faculty members & students attend
MakaraSankranthi Festival	Holiday declared
N.S.S. Annual Special Camp	200 students attended
Celebration of Republic Day	48 students & all faculty member attended
Awareness on Road safety	200 students attended
Women Empowerment	100 students attended
Personality Development programme	200 students attended

Awareness on Weights and Measurement	For 1st year B.com & BBA students
II Internal Examination	All students attend
Awareness on Voting Rights.	185 students attended
SwacchBharathAbhiyan and shramadhan	All students & faculty participated
Career Guidance programme	For final year students of B.Com/BBA
Traditional day	All students & faculty participated
International woman's day	346 students attended
Special Training programme on "How to face Exam" in association with Rotary Club.	For 1st year B.Com & BBA students
Sports day	All sports students & faculties attended
Ugadi Festival	Holiday declared
N.S.S. and Cultural day, PratibhaPuraskar and Valedictory function	All students & faculty attended
End of II, IV and VI semester classes. (even semester)	All faculty members attended
AmbedkarJayanthi	Holiday declared
Commencement of II, IV and VI semester Examinations.	All teachers participated
Mahaveera Jayanthi	Holiday declared
Commencement of Valuation.	All teachers participated
<a href="#">View File</a>	

<b>14. Whether AQAR was placed before statutory body ?</b>	Yes				
<table border="1" style="width: 100%;"> <thead> <tr> <th style="width: 50%;">Name of Statutory Body</th> <th style="width: 50%;">Meeting Date</th> </tr> </thead> <tbody> <tr> <td>College Governing Council</td> <td>01-Oct-2018</td> </tr> </tbody> </table>		Name of Statutory Body	Meeting Date	College Governing Council	01-Oct-2018
Name of Statutory Body	Meeting Date				
College Governing Council	01-Oct-2018				
<b>15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?</b>	Yes				
Date of Visit	04-Apr-2016				
<b>16. Whether institutional data submitted to AISHE:</b>	Yes				
Year of Submission	2019				
Date of Submission	09-Feb-2019				
<b>17. Does the Institution have Management</b>	Yes				

Information System ?	
<p>If yes, give a brief description and a list of modules currently operational (maximum 500 words)</p>	<p>The head of the institution, the principal works in consultation with the management. The principal constitutes various committees with specific duties and tasks. Planning, budget allocation and execution are done by these committees. The budget proposals are sent through the principal to the management. The activities are conducted after the approval. There is a transparent system of managing funds. Management appointments are made strictly on the merit basis and those employees are treated on par with the others. They are also paid well. As a result at present, we have qualified, efficient staff. The meeting with the Principal, VicePrincipals, and office superintendent provides adequate information to the management. The feedback about the activity is also provided to the management members. The management policy and expectations are communicated to the Faculty, NonTeaching staff and students as well. In the beginning of every academic year management - staff meeting is conducted. The activities carried out during the previous academic year are discussed, reviewed and suggestions are entertained. For implementation of the academic calendar various Committees and Cells are constituted. The Principal holds regular meetings of heads of departments and the various committees to review the distribution of teaching workload and planning of the activities of various committees and cells. He also reviews the compliance of syllabus as well as execution of cocurricular, extracurricular and extension activities, Self Study Report for Reaccreditation activities of different committees and cells. He supervises the activities carried out by NSS, Sports and Cultural committee of the college. The useful suggestions are communicated by the Principal to the management. Before the programme or activity adequate publicity is given to the concerned activity for active participation and cooperation from all the stakeholders. At the end of the academic year the chairman of the</p>



committee submits the report to the Principal, IQAC and Magazine committee.

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The college is affiliated to Kuvempu University, Shankaragatta. The courses offered for B.COM, BBA, and M.Com are designed by the University. The courses offered are designed by the University. The U.G. courses are intrinsically job oriented. Being an affiliated college, before action plan the college has to keep in mind the academic calendar is issued by the affiliating University. Before the start of the academic year the heads of the departments start collecting / gathering information about the syllabus revision in the respective subject year wise. At the beginning of every academic year, the Principal conducts meeting with all faculty members to develop strategies for effective implementation of curriculum as well as co-curricular and extension activities. Faculty members are working as members in many committees of the university. They support to the teaching staff to get available advanced draft of the syllabus. For every 3 years the University is changing the syllabus according to the needs of Companies and Industries. CBCS(choice based credit system) Scheme has been implemented for the academic year 2018-19 for B.Com students and 2011-12 CBCS Scheme introduced for M.Com students. At the beginning of the academic year Time-Table committee frames the time-table as per the guidelines of the board of studies of the affiliated University and academic calendar is prepared keeping in mind all the curricular aspects i.e., CBCS scheme for B Com courses. The faculty members participate in the workshops organized by the Board of Studies time to time in their respective subjects. The outcome of the workshop is being shared in the department and the students, updating themselves the faculty members are encouraged to participate orientation courses, refresher courses, Seminars, workshops and conferences. Teaching faculty members prepare their own plan of action according to the CBCS syllabus and the time available. The Dairy is being maintained regularly by the faculty members. This dairy will be submitted to the Principal at the end of every month and it will be countersigned by the principal. Departmental review meetings are arranged regularly to discuss about the completion of syllabus. As per the need of the department - remedial course, tutorials and special sessions are organized as per the guidelines of the University and UGC. Soft skills, training programs under CSR scheme with TCS, Gallagher, CA Association and ETEN career launcher initiated for benefits of the students. SAP courses conducted to enrich the students' skills for IT field job avenues. As per the need of the subject ICT based training and lectures are organized by the departments. As per the guidelines of University, the college conducts Internal Examination and skill development activities. College internal examination committee plans the internal exam schedule at the beginning of every academic year. Faculty members actively participate in the syllabus reframing workshops, seminars, and Conferences. They also participate as the resource persons in such workshops, seminars and conferences. As per the changed syllabus new text books, Reference books and Journals are added to the Library so as to cater the needs of the

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene	Skill Development
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				urship	
SAP	NIL	02/02/2019	38	Employability	Accounting Skills
Beautician course	NIL	04/02/2019	5	Entrepreneurship	Self employment

## 1.2 – Academic Flexibility

### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BCom	NIL	10/06/2019

### 1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BCom	QT/MM	10/06/2019
MCom	ACCOUNTS & FINANCE	05/08/2019

### 1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	153	0

## 1.3 – Curriculum Enrichment

### 1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Skill Development	10/06/2019	1065
SOFT SKILLS	10/06/2019	285
Logic Analytical Reasoning	10/06/2019	285

### 1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BCom	Skill Development Activities	1065
BCom	CA Courses	20

## 1.4 – Feedback System

### 1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

### 1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
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The affiliating university revises the syllabus once in Four to five years. The recent trends in the areas of knowledge, market demand and the National Development concerns are the key factors for revision. During 200304 a structural change in curriculum was effected by introducing Semester Scheme, Indian Constitution, Environmental Studies and Computer Fundamental papers for all the UGCourses. In addition, need based changes are incorporated in the syllabi of some subjects are made in 20092010. The National College of Commerce established in the year 1966 with the initiative of a batch of freedom fighters with the motto of promoting commerce and management education in malnad region. Gradually this institution was emerged as a premium institution in Kuvempu University to foster B Com BBA courses. The college provides all the facilities for the overall growth of students. The main motto of the college is to provide quality education to generate employable opportunities to its output. The college is always eager to take feedback of the stake holders regarding its performance. In this direction frequently parents meet is organized in the college the suggestion of the parents will be seriously heard redressed. The college has structured feedback system of students (students Experience survey). The commerce management department seek feedback from the stakeholders i.e., Faculty, Alumni employers through informal interactive mechanisms. In fact all faculties participate in a structured manner in the design, review updation of Kuvempu University Curriculum. To develop the employable skills among the students the college organizes various programmes in consultation with local trainees. In this direction the college has signed MOU with ETEN career launcher, Shimoga to train our students for IBPS, IPCC many more. Since 1966 the college has provided Thousands of alumnis they have spread across the globe employed in various sphares. We are proud to name a few gems of the college Sri. K.S.Eshwarappa, former Deputy CM, Sri B. P. Kanniram, former member of KPSC, Sri D. S. Arun, leading industrialist, Sri. M. R. Jayesh, Regional Manager SBI, Prasanna Kumar, former MLA., Prasanna Kumar K.B., Former MLC, Many more Alumni are in abroad in employment. Frequently the alumnis oraganised their meet in the college suggest the measures for the performance development of the college. The college takes keen interest in promoting the students for PG course professional course. We have planned to maintain that the college is having CA Examination Centre. For every 6 months more than 300 students are benefitted. To improve the quality of education, the Institution conducts teacher evaluation by students by using 10 points scale in a structured format. The results have evaluated by Principal committee members. The marks/grades were used by the management for the award of the annual increment promotions also it is used as a tool to improve the performance of fraternity. The extension activities of the college carried out by mainly NSS, NCC, Women's Empowerment cell alumnis. Some in collaboration with NGOs like Youth Red cross, Blood donation Camp

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BCom	QT/MM	300	697	300
BBA	CFP/AFM	72	96	68
MCom	ACCOUNTS & FINANCE	50	110	44

### 2.2 – Catering to Student Diversity

#### 2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1065	47	31	4	35

## 2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
35	24	7	7	7	7

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Teacher job is noble job. Every teacher is concentrated individually, each student has been divided by no. of teachers. Every teacher is incharge of 3540 students. The group of 40 students has been created in whatsapp group for future communication. A teacher is a person who shapes everyone's future by providing the best education to students. A teacher plays a vital role in the education of each student. A teacher has many qualities and he is fully skilled in making the students' life more successful. A teacher is very sensible and very well known to take care of the students for their studies. During the study a teacher uses creativity so that student can be integrated. A teacher is a stock of knowledge and has patience and confidence that take responsibility for students in success. Monitoring is an important role taken by the teachers. This can have Positive effects on students. Monitoring is a way, a teacher encourages students to strive to the best they can. This also includes encouraging students to enjoy learning process. Part of monitoring consists of finding remedies, grievances to make them to participate in cocurricular activities, Monitoring Students performances and progress in studies and collecting contact details of the students and monitoring students records and making list for meritorious students, These are the important job of Mentor which will be helpful for identifying meritorious and slow learners in the classroom to make them uplift in their studies. Responsibility of Class Mentors: • To maintain attendance records of students • To observe students Uniform and discipline • To maintain merit list • To identify and monitor slow learners • To collect students contact details, mail id, etc • To follow students' Grievances and finding the remedies. • To monitor cocurricular achievements of the students • To monitor the marks and progress of the students. • To closely monitor the students and to bring personal rapo among the students

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1112	35	1 : 35

## 2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
35	35	0	0	5

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	NIL	Lecturer	NIL

## 2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BCom	UG	201819	10/04/2019	25/05/2019
BBA	UG	201819	10/04/2019	25/05/2019
MCom	PG	201819	10/06/2019	26/07/2019

[View File](#)

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

All affiliated colleges are bound by the university norms. The university has introduced major reformations in the examination from 201213. • Both the question papers and answer scripts are barcoded. • New coding and decoding method has been introduced. • Each valuer will be given a code number and entry in to marks sheet is done under that code number. • As a result of these reforms, declaration of result is very quick and efficient. There is no scope for manipulation in the process and confidentiality is maintained. • Answer scripts are color codedsubject wise. Each question paper has a code called Q.P code which is further subdivided. Student can obtain Xerox copy of the answer script and apply for revaluation. There is a provision for third valuation. In rare cases, the vice chancellor and the registrar of evaluation can permit challenge valuation where the aggrieved party may challenge the valuation done and get justice. a. Valuation process and result announcement is fully automated and outsourced, which ensure transparency and speed. b. Online payment of examination fee is introduced during this year. c. The latest reformation in the examination system is the introduction of the scheme called 'Sakala'. It is a flagship initiative of the state government aimed at providing timely services to citizens under the Karnataka Guarantee of services to citizens Act 2011. This Act guarantees quick and time bound service to the stake holders. It helps to overcome the lethargy of the case workers while issuing marks cards, convocation certificates etc., Following is the list of services included under Sakala with regard to university examination. List of services 1. Name correction in marks card as per SSLC/PUC marks cards. 2. Removal of 'withheld' from marks card. 3. Removal of 'noncompletion of lower examinations' (NCL) from the marks card. 4. Migration certificate. 5. Provisional degree certificate. 6. Provisional marks card. 7. Provisional pass certificate. 8. Official Transcript. 9. Migration certificate. 10. Convocation certificate.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

It is the prerogative of the university to decide the calendar of events. As per university norms, we are bound to conduct internal assessment tests. First internal assessment test is conducted after 8 weeks of the commencement of the semester. After the completion of 12 weeks the second test would be conducted. Average of these two tests becomes the assessment marks out of 20. Improvement or the third test is also conducted to those who could not attend the previous tests for valid reasons. It is also an opportunity for the students to improve their marks. The following are the various plans. Termwise Teaching Plan: Based on the prescribed syllabus issued by the Affiliated university, term wise teaching plan is prepared. The staff members have to prepare a teaching plan in the beginning of each semester and they cover the portion in accordance with

their plan. The staff members are required to maintain the work diaries about topics actually covered matched with the plan. Rectification steps are also taken if required like extra classes, special classes. Action Plan of Various activities: Different committees are formed well at the beginning of each academic year. The coordinators and committee members propose action plans of various activities such as cultural programs, seminars/workshops, tutorial classes, special lectures, academic and industrial visits, NSS and Sports events within the framework of the calendar of events issued by the university. Departmental Teaching Plans: Each department functions according to the teaching plan prepared at the department level. The unit wise syllabus is discussed with the faculty. The audio/visual aids and the logistics is used inside the classroom. The department teaching plan also contains list of unit tests, assignments, projects, industrial visits, seminars, field trips and other activities. All the faculties maintain work diaries that are updated daily. The head of the institute reviews the work diaries regularly and it will be countersigned by the principal at the end of every month. Skill Development/Assignments: The department of commerce and management carry out skill development /Assignments to students, within the framework of the prescribed syllabus and guidelines issued by the university. The marks obtained in the skill development are to be added for the test marks. Internal tests: Internal Assessment/Test committee is formed at the institutional level conducts two internal test for all the students of semester scheme, a record book is maintained by the departments for the award of internal marks. The departments carry out internal assessment based on students test performance and punctuality. The final evaluation of student is done according to the university schedule. At the end of each semester, examinations are conducted and evaluation is carried out by the Central Examination Board of the university. The Exam results are declared and marks cards are issued by the affiliated university.

## 2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

[http://atncc.org/NAAC/Courses\\_Offered\\_&\\_Program\\_Outcome\\_2018-19.pdf](http://atncc.org/NAAC/Courses_Offered_&_Program_Outcome_2018-19.pdf)

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
PG	MCom	ACCOUNTS & FINANCE	47	46	98%
UG	BCom	QT/MM	287	264	91.99%
UG	BBA	CFP/AFM	55	49	90.91%

## 2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

[http://atncc.org/NAAC/FEEDBACK\\_ANALYSIS\\_REPORT\\_2018.pdf](http://atncc.org/NAAC/FEEDBACK_ANALYSIS_REPORT_2018.pdf)

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Any Other (Specify)	0	NIL	0	0
<a href="#">View File</a>				

### 3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
NIL	NIL	10/06/2019

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
BEST NSS VOLUNTEER	ABHI H N GOWDA	KUVEMPU UNIVERSITY	10/10/2019	NSS

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	10/06/2019

### 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NIL	0

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	COMMERCE	4	4

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
COMMERCE (SURESH H M)	1
COMMERCE (R JAGADEESH)	1
<a href="#">View File</a>	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
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NIL	NIL	NIL	2019	0	0	0
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### 3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	2019	0	0	0
<a href="#">View File</a>						

### 3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	6	13	1	1
Presented papers	4	6	1	0
Resource persons	0	0	0	1

## 3.4 – Extension Activities

### 3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
World Environment Day Tree Planting	NSS/Youth Red cross, Shimoga	5	50
Inter College NSS Camp	Kuvempu University	1	6
Training Programme Tailoring	Village Panchayath, Muddinakoppa	4	17
District level camp	Kuvempu University	1	10
District level World Population Awareness Programme	District Administration, ZillaPanchayath, District Health Family Planning department and FPA India, Shimoga	10	100
Blood Grouping and donation, Eye donation health checkup programme	Mcgann Hospital, Sharavathi Dental Hospital Shankar Eye Hospital, Shimoga	15	450
Cleaning Programme	ATNC College, Shimoga	4	86
Kargil Vijay Diwas	Youth Red Cross, NSS Atncc Shimoga	10	100
SwachBharathAbhiyan	Youth Red Cross,	4	50



Cleaning Programme	NSS Atncc, Shimoga, PraniDayaSangha Shimoga		
Road Safety Week	RTO Shimoga, Youth Red Cross	2	25
Independence Day Celebration cleaning programme in the college premises	Youth Red Cross, NSS Atncc, Shimoga, National Education Society	30	100
Financial help to Flood affected Kodagu	State Red Cross NGO Shimoga	5	50
Cleaning Programme in Bedarahosahalli	Dept of Archaeology, Museum heritage, Shivappanayaka Palace, Shimoga	5	60
50years NSS Day celebrations	Youth Red Cross, Kuvempu University	5	25
Birthday celebration of Maha thmaGandhijiLalBaha durShastriji	Youth Red Cross, NSS Atncc, Shimoga	30	100
Cleaning Programme at Mental disability school, Vidyanagar	NSS	5	80
District level Voters' Awareness Programme	District Administration	6	100

[View File](#)

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NSS	Best NSS Volunteer Award	Kuvempu University	1
Red Cross	Best Red cross Programme officer Award	Kuvempu University, District youth red cross association	1

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agen cy/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Cleaning Programme	ATNC College, Shimoga	Cleaning Programme	4	86
SwachhBharathAbh iyan Cleaning	Youth Red Cross, NSS	Cleaning Programme	4	50

Programme	Atncc Shimoga, PraniDayaSangha Shimoga			
Independence Day Celebration cleaning programme in the college premises	Youth Red Cross, NSS Atncc Shimoga, National Education Society	Cleaning Programme	30	100
Cleaning Programme at Mental disability school, Vidyanagar	Youth Red Cross, NSS Atncc Shimoga, National Education Society	Cleaning Programme	5	80
Cleaning Programme in Bedarahosahalli	Dept of Archaeology, Museum heritage, Shivappanayaka Palace, Shimoga	Cleaning Programme	5	60
College Campus Cleaning Programme	Youth Red Cross	Cleaning Programme	6	75
NSS Camp, Hubbanahalli	NSS Village Panchayath, Hubbanahalli	Cleaning Programme	6	100

### 3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
NIL	NIL	NIL	0

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NIL	NIL	NIL	10/06/2019	10/06/2019	0

[View File](#)

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
CL educate Limited	10/06/2019	Entrance exam coaching classes	100
Gallagher Service	10/06/2019	SOFT SKILL TRAINING	40

**CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES****4.1 – Physical Facilities**

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
750000	738760

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Video Centre	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing

**4.2 – Library as a Learning Resource**

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
ELIB	Fully	16.2	2019

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Reference Books	35062	5327458	677	191491	35739	5518949
e-Books	3130000	5900	0	0	3130000	5900
e-Journals	6000	5900	0	0	6000	5900
CD & Video	108	7202	0	0	108	7202
Weeding (hard & soft)	7123	134669	0	0	7123	134669

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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives &amp; institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	10/06/2019

**4.3 – IT Infrastructure**

#### 4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MGBPS)	Others
Existing	218	1	3	1	1	1	3	4	
Added									
<b>Total</b>	<b>218</b>	<b>1</b>	<b>3</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>3</b>	<b>4</b>	<b>0</b>

#### 4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

4 MBPS/ GBPS

#### 4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Law Practice of Income Tax, FFAI, Final Accounts of Non Profit Organisation, Principles of Marketing	<a href="https://drive.google.com/drive/folders/1vU4BRqwg8iqfXhuclJhCCoCBqLmoJ-c6">https://drive.google.com/drive/folders/1vU4BRqwg8iqfXhuclJhCCoCBqLmoJ-c6</a>

### 4.4 – Maintenance of Campus Infrastructure

#### 4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
2000000	1971247	750000	738760

#### 4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The institution has adequate infrastructure facility to facilitate effective teaching and learning. The institution ensures optimal allocation and utilization of the available financial resources for maintenance and upkeep the facilities in consultation with the governing council and the management. The management has a fully pledged team to maintain the infrastructure facilities and equipments. The management has appointed a team of technicians like electricians, plumbers, carpenters, welders and gardeners etc,. There are spacious class rooms and computer lab with sufficient ventilation. Each classroom has elevated platform, so that the teacher and board is visible to all the students. Regular classes run from 9am to 4pm. The institution has well equipped computer lab with 100 computers with internet connectivity. The entire lab is connected with power backup. The library is situated in a spacious and well maintained and it is situated in the first floor. The reference hall, book section, reading room is well furnished. Our library has reference section as well as the periodical section. The library facility come under the preview of the library committee constituted as per the government rules in that behalf.

The working hour of library and the reading hall is from 10am to 5pm. Conference hall with LCD facility is used for PPT presentations. Sports and NSS have separate office rooms. The college has an IQAC room. It is used for IQAC meetings and discussions. The facility meets the requirement of physically disabled students. Stairs in the college are wide and spacious to enable them to climb easily. We have 6 water coolers and 6 purifiers in our college. The college has a separate grievance redressal cell. Senior teachers look after

this unit. Two complaint boxes are fixed at different places. The college canteen is very well maintained, where healthy and hygienic food is available. Sports committee is constituted every year and director of physical education is in charge of the routine activities of the department. The purchase of the sports materials are monitored by the purchase committee of the college. The Gymnasium is kept open from 6am to 6pm. Old students and public make use of the Gym facility regularly. A separate purchasing committee and a planning board looks after the needs of the infrastructure of the college. The planning board lists out the various requirements of the college in the beginning of the academic year.

[http://atncc.org/NAAC/Physical\\_and\\_academic\\_facilities\\_2018.pdf](http://atncc.org/NAAC/Physical_and_academic_facilities_2018.pdf)

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	SC/ST Scholarship Disability Scholarship SanchiHonnamma Scholarship Minority Scholarship / Jindal Scholarship Municipality Scholarship Backward Scholarship	1092	5084999
Financial Support from Other Sources			
a) National	0	0	0
b) International	0	0	0
<a href="#">View File</a>			

#### 5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Bridge course for non commerce students	10/06/2019	210	ATNCC TEACHERS
Remedial Coaching	10/06/2019	200	ATNCC TEACHERS
<a href="#">View File</a>			

#### 5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed

2018	CIVIL SERVICES	50	75	0	0
2018	CA	75	73	2	0
2018	BANKING	65	61	0	0
<a href="#">View File</a>					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
12	12	2

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Gallagher Company, TCS Company, Eton Solutions, System Application Products in Data Processing	380	64	NIL		
<a href="#">View File</a>					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	287	BCOM	COMMERCE	Kuvempu University	M Com 68
2019	56	BBA	MANAGEMENT	VTU	MBA – 20
2019	47	MCOM	COMMERCE	CA/CS Institute	CA/CS – 17
<a href="#">View File</a>					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	3
<a href="#">View File</a>	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
----------	-------	------------------------

Athletics	Inter college, Kuvempu University	699
<a href="#">View File</a>		

### 5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	GOLD MEDAL	International	1	0	2661	YASHAS GOWDA
2019	GOLD MEDAL	National	1	0	3017	KOUSHIK V

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Cultural activities provide exposure to innate talents of students who can actively participate conduct cultural programmes through Commerce management clubs. Separate committees will function under the guidance of teachers. Management events are also arranged in both the clubs. NSS units of our college conduct various activities such as seminars on topic like personality development, awareness on drug abuse, blood donation. Many of our college volunteers have participated in RD parade at the State level national level. NSS also conducts programmes such as planting trees, adoption of Villages, blood donation camps, etc., In addition to regular annual special camps usually held in villages for 7 days Besides imparting excellent commerce management education to the students, the college also encourages extracurricular activities sports games. The college has provided excellent sports games for the students for their allround development. It has a large independent playground for Football, Cricket, Hockey, KhoKho indoor facilities for Judo, wrestling Tabletennis. It also provides a wellequipped Gymnasium with multi Gym facility. To create, maintain and to enhance quality in all spheres is the main task of Internal Quality Assurance Cell. It is the central quality monitoring body of the institutions. It functions under the Chairmanship of Principal comprises Senior faculty members, representatives from the local community a student representative. Its aim is to develop maintain a system to promote academic administrative excellence. • It defines theshortterm longterm objectives of the institution • It creates a bench mark for qualityenhancement measures. • It devises a work plan to achieve objectives. • It monitors coordinates the execution.

### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

355

5.4.3 – Alumni contribution during the year (in Rupees) :

70000

5.4.4 – Meetings/activities organized by Alumni Association :

MONTHLY MEETING

## CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The vision and mission statement of our college defines the institutions distinctive characteristics of addressing the needs of students and society it seeks to serve. In order to achieve its mission the faculty members are given due place of involvement in all important decisions as part of governing and executing the plans of the institution. The institution has qualified and competent administrators to provide effective leadership and management at various levels. The involvement of leadership is achieved through welldefined systems and organizational structure consistent with UGC policies and with the vision and mission of the institution in general. Various committees such as Governing Council, Admission Committee, IQAC, Culture Committee etc. are constituted. The faculty members are nominated in various bodies and committees for decision making and managing the various functions of the institution. Regular inputs are taken from faculty and staff through monthly meetings for continues improvements in the system. Ideas are invited from Alumni and other stakeholders for innovation and improvement in various functions such as administration, examination, NSS, placement, finance administrations maintenance etc. Nature Club 20182019 Annual report of activities conducted in the academic year 1. On August 17th 2018 student members of club were involved in plantation programme conducted in college campus. 2. Club was inaugurated on August 27th 2018 by Prof. PrakashBabu R. L (principal) ATNCC, Shimoga. 3. Members of committee are Dhanushree M. S., Smitha G Roopesh, Ravi kumar, Dr.Nataraj, GiriyaHosamani, Rashmi T, RaghavendraShet, SathiBharathiDayanand and Anupama. 4. On club inauguration day Dr.NagarajParisara, Lecturer, Sahyadri Science College, Shimoga was invited to give awareness talk to students. 5. On September 22nd 2018 students of Nature club were took of excursion to Kavaledurga and Sirimane Falls. Students were educated about the importance of forest, grassland and Shola grassland. Students were actively involved in cleaning programme conducted in Kavaledurga hills. 6. On 29th September 2018 club valedictory function was conducted. Attendance Committee: Objectives to keep the track of students attendance and to ascertain whether there is any correlation between attendance and performance and if so to what degree. Faculty Role: 1. Attendance must be taken by each lecturer at the beginning of each lecture. 2. Faculty may grant attendance to a student upto 10 minutes late for the first hour of the day 3. Absence shall be indicated by faculties 4. For every hour the student is present, attendance is marked cumulatively. 5. After due verification if absence is found to be due to legitimate college activity, the same shall be indicated by encircling the letter A. All such attendance shall be added written under the extracurricular activities attendance column.To get the total attendance the extracurricular attendance shall be added to the regular attendance. Then the percentage of attendance shall be calculated. Faculty shall grant this attendance, only if the studentsbring the same to their notice well in advance in the prescribed format. 6. After the display of the defaulters list, in case of any discrepancies verify the same and rectify the same within 2 days of

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

### 6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
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Curriculum Development	Inclusion of field work, industrial visit and educational excursions Complimenting traditional written examination with project work and seminar presentation. And evaluation
Teaching and Learning	Wide access to internet facility to inculcate online learning management resources. E Book, E journal facility for carrying out project work. Learning through field work, industrial visit. Enhancement of learning skills of the students through participation in different seminars.
Examination and Evaluation	College has complimented traditional written examinations with project work assignments debates, group discussions, power point presentations, grand viva and seminar lectures.
Research and Development	College motivates faculty members for research publications. Encourages them to present papers in International, National, State level seminars, workshops and to act as resource persons. Exhibits the publication of research work of the faculty members in the college library to inspire for the research College explores various funding agencies for sponsoring mega/minor projects. Motivates the faculty members and students to organise various seminars and workshops at Institution/state/National/International level.
Library, ICT and Physical Infrastructure / Instrumentation	Construction of Girls hostel to cater the needs of the students in the society at large Provision for the wifi facility in the campus for use elearning resource Increase of the internet brand width from 15mbps to 80mbps through broadband and lease line to facilitated computer lab and centres along with departments. Provision for access of ebook facility through online resource. Separate Internet connection in the library to access the eresources. Provision of more model classrooms and auditorium under college fund and other external funds. Procurement of more equipment, teaching aids and books under CPE fund. Procurement of more desktop and laptop computers under CPE fund. Setting up of Staff library. Setting up of the earthing system to save the high end instruments from lightning. Construction of classroom for

	department of commerce and management, CA and PG Courses. Bringing to use the newly constructed cycle stand in the roadside
Human Resource Management	Motivating and facilitating the faculty members to participate in refresher and orientation courses. Arrangement of computer training programmes related to tally and MSOffice for nonteaching staff by the management. Arrangement of audit training programmes related to office management by the NES management. Organisation of workshop on different safety measure to adhere to in daily life and work place. Selfappraisal of the teachers through maintenance of academic diary. Maintenance of Grievance redressal cell, antiragging committee, sexual harassment committee. Appointment of a doctor who visits the college daily for facilitating health checkup of teachers, nonteaching staff and students
Industry Interaction / Collaboration	Gallagher, Infosys, Xchanging organise 30 hours training programme for employability related skill development of our students. College maintains regular interaction with a number of firms like Gallagher, Infosys, Xchanging, TCS. These organisations participate in the company hiring drive organised by the college every year. Industrial visit KMF, Machenahalli by the students to broaden the real life experience of the students. Eminent members from Industries Act as visiting faculties, experts and members
Admission of Students	Online admission include online payment facility. Admission is made strictly on the basis of merit. Strict observance of Govt. rules for reserved categories

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	Implemented SMS system for dissemination of information including regular notice to all stakeholders. Setting up of Virtual learning system through skype from distant corners of the world Implementation of college website
Administration	Online leave requisition system Notice display system for students and other stake holders Regular exercises of etendering process through government

	portal Regular exercises PFMS portal to upload expenditure related to government fund. Submission of retirement related documents through epension portal. Initiative taken towards installation of RFID system in the library
Finance and Accounts	Fully computerised office and accounts section Maintenance of college accounts through tally Reception of salary fund from government through HRMS portal
Student Admission and Support	Online admission including online payment gateway. Maintaining student databasethrough software. Implemented online CBCS semester information system for UG PG Courses
Examination	Initiated online portal of Kuvempu University.

### 6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	Prof H m SURESH	National Seminar	Kodachadri GFGC, Hosanagar	1000
2018	Dr. H. PADMANABHA ADIGA	International Seminar	S. B. Arts K.C.P. Science College, Vijayapur Department of Hindi, Karnatak University, Dharwad	2000
2018	Prof. R Jagadeesh	National Seminar	JNNCE MBA, Shimoga	1000
2018	Shyam S Bhat	National Seminar	JNNCE MBA, Shimoga	1000

[View File](#)

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
<b>No Data Entered/Not Applicable !!!</b>						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher

Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
DOCTORATE	1	10/06/2019	10/06/2019	201718
PG DIPLOMA IN YOGA	1	10/06/2019	10/06/2019	201819
<a href="#">View File</a>				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
10	35	10	14

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Provident Fund, Employee State Insurance Family Benefit Fund	Provident Fund, Employee State Insurance, Family Benefit Fund	Students Welfare Fund, Poor boys fund, Scholarship.

**6.4 – Financial Management and Resource Mobilization**

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Yes, Audit of Government Accounts is done frequently by Accounts Audit section of Office of Joint Director, Collegiate education department, Govt. of Karnataka Our Institution conduct internal and external financial Audit regularly. Internal Audit is conducted by the Management regularly. External Audit is conducted by State Government Authorities. Both internal and external audit scrutinize the income and expenditures of the Institution carefully. Important income sources of the college are as follows: Grants by U G C and State Government. Fee sources like - Sports fee, Cultural Activities fee, Application fee, Identity Card fee etc., Scholarships by the Government, Nongovernment organizations and philanthropists Funds from N S.S, Red Cross etc., Bank Loan if necessary. Important heads of expenditures of our college are as follows. Purchase of Books, Journals, Periodicals, News Papers, Magazines etc., To conduct activities like N.S.S. Sports, Cultural and other cocurricular events. University Affiliation fee. To purchase stationeries. To pay electricity Bill and Telephone Bill. To maintain Electronic equipments like computers, Printers, Xerox machine etc., Maintenance of Infrastructure Painting, Repairs etc. Maintenance of Garden. To pay Scholarships. To provide financial assistance to the students who participate in activities like Inter collegiate N S S activities, Sports and Cultural competitions. Our Institutions shows keen concern about income generated by any sources. Money is spent only for the genuine activities which is institution and students centric. Every rupee is spent with the consent of the management and the government. Economy, Efficiency and Accountability are the motto of our institutions. The institution shows moral and legal responsibility in this regard.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
MANAGEMENT	464338	Administrative general

expenditure

[View File](#)

6.4.3 – Total corpus fund generated

7554243

### 6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	J D Office, AG Audit, University Affiliation Committee Audit	Yes	Management, College Governing Council
Administrative	Yes	CA Audit	Yes	Management

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

• Prathibha Puraskar • Help to poor students • Campus Drive

6.5.3 – Development programmes for support staff (at least three)

• Employees State Insurance • Provident Fund • Group Insurance Accident Insurance

6.5.4 – Post Accreditation initiative(s) (mention at least three)

During the first assessment, the institution was accredited at the 4 star level and B Level in the second time assessment. The third time assessment B Level. Therefore, the institution since the first assessment has been striving hard to adopt and to internalize the following values. 1. Contribution to National development. 2. Fostering Global competencies among students. 3. Inculcating the value system. 4. Promoting the use of technology. 5. Quest for excellence.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Blood test donation, health checkup under Youth Red cross	16/07/2018	16/07/2018	16/07/2018	450
2018	Eye Checkup	17/07/2018	17/07/2018	17/07/2018	315
2018	Historical monuments exclamation	11/09/2018	11/09/2018	11/09/2018	72



		community					
2018	1	1	11/06/2018	2	a memorandum to DC and SP.	Noise pollution	160
2019	1	1	11/06/2018	2	Participation in chamber of commerce activity	GST	100

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Code of conduct for students issued by the university and institution.	11/06/2018	Students are oriented to adhere to the code of conduct of the university and institution. In the Application form for admission a few information about discipline and responsibilities is printed for which the student has to sign and adhere. Students and Faculty voluntarily collect flood relief fund, Nature Disaster relief fund ,Fund to help hospitalized poor people. Blood donation camp is organized every year.
Code of conduct for Teachers KCSR	11/06/2018	Faculty improvement programs on such topics are organized. Faculty is made to prepare their own teaching plan. Faculty is available for students even after college hours for guidance if required. Though parents are not given any guidelines, during the parents meeting they are informed about the rules and regulations , library and infrastructure of the institution and informed to follow them.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
NSS rural camp	31/01/2019	06/02/2019	110
Special talk by Ramesh B Umrani	12/01/2019	12/01/2019	200

Blood donation camp	16/07/2018	16/07/2018	56
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Use of plastic is banned in college campus.
Declared as smoke free zone
Planting saplings at College campus.
Planting saplings at NSS rural camp.
Memorandum given to management for solar lights.
Students encouraged to use bicycles in large number.
Students encouraged to use city bus instead of personal vehicle.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Title of the practice: 'SPANADANA' Women Empowerment Cell. Vision: • Empowering women through academic excellence. Mission: • The cell shall strive to create a better society by empowering women. • To create awareness of the woman's rights. • To achieve social equality as a prerequisite for women empowerment. • To promote more cultural space for women to foster a distinctive identity of their own. • To sensitize women towards our rich cultural inheritance. Goal: • To empower women through education and strengthen them with social values and ethical sphere of life. • Identification of strong leadership qualities in them. • To promote a culture of respect and equality for women. • The provision of opportunities and programmes for women to be financially, psychologically and emotionally empowered so as to promote their growth as individuals in their own right. • To make them aware of the guidelines of the Supreme Court and to ensure that sexual harassment is treated as an unacceptable social behaviour within the institution and the society. • To conduct seminars, workshops to impart knowledge of opportunities and tools available. • To inculcate entrepreneurial attitude among young girls so that they will be "Jobcreators" rather than "Job Seekers". Structure: The cell is headed by a President, Secretary and Treasurer from the ladies staff. Girl students are its members. The Principal and senior faculty assist and guide the activities of the cell. The Context: The institution has more than 50 girl students. Majority of them hail from rural background. Inequality and women harassment is a social stigma the cell has taken keen interest to protect the rights of girl student by organizing distinctive value added programmes. "If you educate a boy you educate an individual, if you educate a girl, you educate a whole family". In this context the cell has designed several women empowerment programmes to educate the girl student. • To increase awareness among girl students and lady staff about their rights. • Listening to the grievances of girl students and guiding them through counseling. • Creating opportunities for girl students to participate actively in curricular and cocurricular activities. • Offering health and safety guidance. • Providing financial assistance to poor girls. • To increase awareness among girl students about selfemployment. The Practice: The institution has organized and conducted various programmes under this cell with true spirit and dedication. The college under the banner of this cell has organized several programmes which are listed below. SL NO SUBJECT SPEAKER/ RESOURCE PERSON 1 Inaguration of the Club Vidhushi, Vijayashree 2 Beautician course for girls 120 Participants Date:04.02.2019 To 08.02.2019 Certificates Issued Smt. InduVinayHegde. Beautician Teacher JSS Shivamogga. 3 International Women's Day Dr|| Vidya J Raghudatt, Manasa Hospital. Shivamogga. Smt. Vishwasa.K Chartered Accountant, Shivamogga. 4 Competi

Upload details of two best practices successfully implemented by the institution as per NAAC format in your



institution website, provide the link

<http://atncc.org/NAAC/Best%20Practice%20-%202018%20-%202019.pdf>

### 7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Our institution is recognized informally as the Lead College among the private aided institutions under Kuvempu University. As a result the institution leads the other private aided institution in curricular, extra curricular and administrative aspects. Our vision is to make the institution one of the best Commerce and Management institutions in the state. Our mission is to grow up to the standard and become the first among the commerce and management institutions in the Kuvempu University. Our objective is to prepare the students with good theoretical knowledge and practical skill. To realize our objective we : Conduct soft skill, communication skill training classes regularly to make the students fit for the job market. Encourage students to conduct market surveys, attend seminars, present papers, participate in commerce and management competitions. Conduct orientation programs for students and make them aware of the various opportunities and venues open for them after graduation. Make a group of 'distinction students' during the V sem and encourage them academically by lending library books freely which they can keep until the examination. We encourage students to participate in the training and recruitment programs organized by the institution in collaboration with Gallagher solutions and TCS IT company under their CSR scheme. CHALLENGES Students from rural areas are not very good in communication as they did not learn in English medium. Students are not very serious academically and do not have good knowledge about future possibilities. As, in our city there are few number of companies based on finance, IT companies do not come for campus recruitment and the salary they offer is not attractive, so this makes the students migrate to metropolitan cities. EVIDENCE OF SUCCESS Our institution secures regular ranks in both B.Com and BBA courses and is popularly recognized as the rank college. TCS and Gallagher IT companies are regularly conducting campus and recruitment programs and selecting students in more number for their companies. This year Eton Solution from Bangalore Recruited Seven Students with a good annual salary package. Our Students go for Higher studies in greater number and welcomed by other post graduation institution. Companies like Infosys, Exchanging, etc. are looking forward to conduct campus drive in our institution.

Provide the weblink of the institution

[http://atncc.org/NAAC/Institutional\\_Distinctiveness\\_2018-19.pdf](http://atncc.org/NAAC/Institutional_Distinctiveness_2018-19.pdf)

### 8. Future Plans of Actions for Next Academic Year

PLAN OF ACTION FOR 2019-20 IQAC meeting convened on 29.03.2019 Friday at 11.00AM in the staff room. The committee members present in the meeting suggested the under mentioned plan of Action for the year 2019-20. 1. Preparation of Institutional calendar for the Academic year 2019-20 as per the guidelines of Kuvempu University. 2. Admission to I B.Com/BBA/M.Com as per the regulations of Govt. of Karnataka Insist the admission committee to supervise and discharge the entire work. 3. Approaching the University to sanction additional 10 seats for B.Com course to make up the over crowd. 4. Orientation programme for I B.Com/BBA/M.Com students in the third week of June. 5. Conduct of Bridge course for non commerce students after completing Orientation programme. 6. Inauguration of all Cocurricular activities clubs in the first week of August. 7. To conduct Internal Assessment Examination after eight weeks of commencement of each Semester and shall follow the transparent evaluation system. 8. To celebrate all state and National festivals in the college campus. 9. To arrange Guest lecture

programme on different topic of current issues. 10. Extension of Infrastructure facilities 5 Additional ladies washroom, installation of Additional Aqua guard for safe drinking water facilities. 11. To continue on line students satisfaction survey, feed back from students Alumni. 12. To conduct parents meeting and obtaining their feed back. 13. To organize state/ National level seminar. 14. To extend ICT facility in the class rooms. 15. To conduct Faculty Development Programme for NES Grade College Teachers. 16. To conduct certificate course "Parivarthana" to improve employabilities skills of outgoing student in consortium with Gallagar Co., under MOU 17. To conduct communications English Certificate Course. 18. To conduct Certificate Course on system Application product in Data processing (SAAP). 19. To Organize "Workshop on GST" for outgoing students. 20. To conduct University level Inter collegiate sports of any one event in the college. 21. To organize for college level NSS special Camp. 22. To arrange for alternative Source of energy (Solar) in the college campus. 23. To encourage students to Opt for Ad on course (Swayam Moocs) 24. To organize remedial classes for slow learners. 25. Plan to renovate the college office. 26. Plan to increase the internet speed bandwidth. 27. Enhancing the Public image goodwill of the college.