



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution	ACHARYA TULSI NATIONAL COLLEGE OF COMMERCE
Name of the head of the Institution	PROF. SURESHA H. M.
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	08182279180
Mobile no.	9480353830
Registered Email	atncc.smg@gmail.com
Alternate Email	suresh62@gmail.com
Address	Mahaveer Circle, Balaraj Urs Road
City/Town	Shivamogga
State/UT	Karnataka
Pincode	577201

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Prof. Kasim Shariff
Phone no/Alternate Phone no.	08182279180
Mobile no.	8050001757
Registered Email	atncc.smg@gmail.com
Alternate Email	ksf561963@gmail.com

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	http://www.atncc.org/NAAC/atncc_agar_2018-19.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.atncc.org/NAAC/INSTITUTIONAL_CALENDAR_2019-20.pdf

5. Accrediation Details					
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

6. Date of Establishment of IQAC	20-May-2011
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7. Internal Quality Assurance System	
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
No Data Entered/Not Applicable!!!		
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8. Provide the list of funds 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
No Data Entered/Not Applicable!!!				
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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	429864
Year	2019

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

Preparation of Academic Calendar.

Administrative and Academic Audit

Registration of Alumni Association.

Revamping of College website.

Conduct of Employability Skill Development Programs and Campus Recruitment Drive.

[View File](#)

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
No Data Entered/Not Applicable!!!	
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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
College Governing Council	05-Nov-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

Yes

Date of Visit

04-Apr-2016

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2020

Date of Submission

24-Jan-2020

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

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,

Vice Principals, 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 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 2016/17 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. Online classes conducted on ZOOM App as per University guidelines, eTests, eQuiz organized for final year students in their respective subjects during COVID 19 Pandemic. Soft skills, training programs under CSR scheme with TCS, Gallagher, Edubridge, 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.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
NIL	NIL	01/06/2019	0	NIL	NIL

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BCom	Soft skill / communication skill training course	26/08/2019
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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	Quantitative techniques/Marketing	01/06/2019

	management	
MCom	Accounts & Finance	01/08/2019

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

	Certificate	Diploma Course
Number of Students	32	Nil

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	01/06/2019	1082
SOFT SKILLS	01/06/2019	290
Logic Analytical Reasoning	01/06/2019	290
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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	1082
BCom	CA INTERNSHIP	135
MCom	Research Project report	44
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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
<p>Collection of Feedback from parents, Students, Teachers, Alumni and Employers The institution collects the feedback on curriculum aspects and courses from different stakeholders such as the students, alumni, Faculty and Employers. Institution established Academic Council in order to ensure and analyze the academic excellence at student and faculty levels. Periodical analysis is made by Academic Council from the following: student performance in every semester, utilization of infrastructure and requirements for quality enrichment. Acharya Tulsi National College of Commerce thoroughly reviews the curriculum for every academic year. The college maintains an IQAC as a quality consistence and quality enhancement measure. In supervision of IQAC, various departments and committees like Career Guidance, Anti-Ragging and Sexual Harassment Committee, etc., reinforce the curriculum by incorporating updated information and diurnal social issues. Institute collects the feedback physically from stakeholders'</p>

viz. Students, Parents and Teachers on Curriculum which is prescribed by the university further college website invites all stakeholders to provide feedback through online. The college conducts annual Alumni Meet, in which suggestions and feedback is received from Alumni students. Feedback from industrial management and professionals is obtained through college website's feedback blog. The provided feedback data is presented to the College Governing Council Meeting for necessary implementation in curriculum. ? Alumni surveys are conducted during alumni interaction at the alumni association meeting held every year. ? Whenever any alumni visit the college, feedback is taken. ? Further, College website invites alumni to provide feedback trough online. ? Feedback from industry and professional bodies also are obtained. The formats of Feedback on curriculum for various stakeholders to be collected as given below: Feedback collected and analyzed The data is analyzed and their suggestions are considered and placed before the Academic Audit Committee for discussion and for possible incorporation in the curriculum. Syllabus review is given by the concerned subject faculty at the end of semester with regard to implementation of syllabus, mode of presentation, lecture material, suggested books, and updated information. Curriculum overview is an expositive survey done by every out-going batch with regard to syllabus designing, faculty sufficiency, campus placements and infrastructure. Academic Audit Committee is formed to assess three major aspects, viz., Faculty performance, Students Support System and Evaluation. The periodical review meeting is conducted to review the following: IQAC organizes various Faculty Development programs in order to enrich the competency level and teaching methods of faculty members. The College encourages the faculty members. The College encourages the faculty to pursue higher education, authorizing books, and publishing papers in journals. The management also conducts seminars/symposia and workshops in every academic year. It is through these programs we bring out new implications. Apart from this, management supports student involvement through seminars, student's innovations for the further development of curriculum. Action taken on Feedback from the stakeholders: After collecting and assessing the feedback from various stakeholders on curriculum aspects, the valuable suggestions if any, will make notice to the university curriculum committee to possible changes in the course structure for the next curriculum regulation.

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
MCom	ACCOUNTING/FI NANCE	50	39	39
BBA	FINANCE	120	161	75
BCom	QUANTITATIVE TECHNIQUES/MARK ETING MNAGEMENT	300	694	315

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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	Number of fulltime teachers available in the institution teaching only PG	Number of teachers teaching both UG and PG courses
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			courses	courses	
2019	1082	83	31	4	1

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
34	21	9	8	3	3
View File of ICT Tools and resources					
View File of E-resources and techniques used					

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 in-charge of 35-40 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 co-curricular 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 co-curricular 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
1082	35	1 : 32

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	Nil	1	4

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	Prof. K. M. NAGARAJ	Professor	KUVEMPU UNIVERSITY BEST PROGRAM OFFICER AWARD

2019	Prof. SURESHA H M	Principal	KUVEMPU UNIVERSITY BEST NSS UNIT AWARD
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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
MCom	PG	SEMESTER	30/04/2020	10/11/2020
BBA	UG	SEMESTER	01/04/2020	30/10/2020
BCom	UG	SEMESTER	01/04/2020	10/11/2020
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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 2012-13. • Both the question papers and answer scripts are bar-coded. • 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 coded-subject wise. Each question paper has a code called Q.P code which is further sub-divided. 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 'non-completion 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. Term-wise 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 co-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 with in the frame work 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 carryout skill-development /Assignments to students, within the frame work 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)

<https://www.atncc.org/bcom.htm>

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 and Finance	44	44	100
UG	BBA	Finance	59	43	72.88
UG	BCom	Quantitative Technique, Marketing Management	284	268	94.37

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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://www.atncc.org/NAAC/others/STUDENT_SATISFACTION_SURVEY_REPORT_ON_TEACHING_2019-20.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	0	0	0

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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	01/06/2019

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
NIL	NIL	NIL	01/06/2019	NIL

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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	01/06/2019

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
2	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	Nil

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	3	6.35

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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
HINDI	1
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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
NIL	NIL	NIL	2019	0	NIL	Nil
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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	Nil	Nil	NIL
View File						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	10	33	6	38
Presented papers	6	12	Nil	Nil
Resource persons	Nil	1	Nil	3
View File				

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
No Data Entered/Not Applicable !!!			
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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 PROGRAM OFFICER	KUVEMPU UNIVERSITY	1
NSS	BEST NSS UNIT AWARD	KUVEMPU UNIVERSITY	120
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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/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
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No Data Entered/Not Applicable !!!

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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	0	0	0

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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	01/06/2019	01/06/2020	0

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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 LTD	01/07/2019	Entrance exam coaching classes	100
Gallagher Service Centre LLP	10/06/2019	Soft skill Training	40
Edubridge	16/10/2019	Soft skill Training	112
TCS	17/12/2019	Soft skill Training	38

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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
950000	913601

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
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Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Video Centre	Existing
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
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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
E-lib	Fully	16.2	2005

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	40001	4408628	641	124257	40642	4532885
e-Books	3130000	5900	Nil	Nil	3130000	5900
Journals	9	16450	Nil	Nil	9	16450
e-Journals	6000	5900	Nil	Nil	6000	5900
CD & Video	108	7202	Nil	Nil	108	7202
Library Automation	1	28800	Nil	4500	1	33300
Weeding (hard & soft)	7142	13554918	12	3165	7154	13558083
Others (specify)	9	10854	Nil	Nil	9	10854
View File						

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 & 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	01/06/2019
View File			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

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

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

88 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 and practice of income tax, Fundamentals of Financial Accounting -I, Final Accounts of Non profit Organization, Principles of Marketing	https://drive.google.com/folderview?id=1vU4BRqwg8iqfXhuclJhCCoCBqLmoJ-c6

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
6147470	4020106	655000	581008

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. 5 classrooms have LCD facilities. 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://www.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, Sanchi Honnamma Scholarship, Minority Scholarship / Jindal Scholarship, Backward Scholarship	645	1912812
Financial Support from Other Sources			
a) National	0	Nil	0
b) International	0	Nil	0
View File			

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
Communication skills	26/08/2019	32	SMT. CHAYA ANJAN
Employability skills training programme "Parivartana" under CSR Scheme	23/09/2019	40	HR TEAM GALLAGHER
TCS Employability skill development program	17/12/2019	43	TCS Company
Edubridge soft skill training	13/01/2020	350	Edubridge HR team
Mentoring	19/03/2020	1370	All teachers

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
2019	Guidance to face Objective tests in mnc's and domestic comp. by Gallagher comp. shimoga	350	350	30	27
2019	Employability skills training programme of 100 hrs by TCS comp.	43	43	40	19
2020	"Opportunities after degree " by ETEN career launcher shivamogga	300	300	Nil	Nil
2020	Banking recruitment guidance programme by Canara bank staff in association with alumni association.	278	278	Nil	Nil
2020	Employability skills training programme by EDUBRIDGE ltd under csr	112	112	Nil	Nil

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
2	2	1

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, LLP, JOB MELA, EQUITAS, TCS, ETON, EDUBRIDGE	810	179	PIERIAN, ACCENTURE, HP, CAPGEMINI	155	29
View File					

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
2020	54	BCOM/BBA	KUV	KUV	KUV
View File					

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	5
Any Other	2
View File	

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

Activity	Level	Number of Participants
Kuvempu University Inter collegiate Ball Badminton Tournament University Selection in the college.	UNIVERSITY	250
ACHARYA ADVITIYA State Level Management Cultural Fest.	STATE	600
State Youth Festival	STATE	250
View File		

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
No Data Entered/Not Applicable !!!						

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 extra-curricular activities sports games. The college has provided excellent sports games for the students for their all-round development. It has a large independent playground for Football, Cricket, Hockey, Kho-Kho indoor facilities for Judo, wrestling Table-tennis. It also provides a well-equipped 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 the short-term long-term objectives of the institution • It creates a bench mark for quality-enhancement 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:

755

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

125000

5.4.4 – Meetings/activities organized by Alumni Association :

MONTHLY

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 well-defined

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 2019-2020 Annual report of activities conducted in the academic year 1. Club was inaugurated on June 22nd 2019 by Prof. H.M. Suresha (Principal) ATNCC, Shimoga. 2. On August 15th 2019 student members of club were involved in plantation programme conducted in college campus. 3. Members of committee are Prof.K.M.Nagaraju, Dr.Dhanushree M.S., Smitha.G.Roopesh, Ravi kumar, Dr.Nataraj. 4. On club inauguration day Dr.Nagaraj Parisara, Lecturer, Sahyadri Science College, Shimoga was invited to give awareness talk to students. 5. On October 13th 2019 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 15th October 2019 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 extra-curricular activities attendance column. To get the total attendance the extra-curricular attendance shall be added to the regular attendance. Then the percentage of attendance shall be calculated. Faculty shall grant this attendance, only if the students bring the same to their notice well in advance in the prescribed format.

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
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 wi-fi facility in the campus for use e-learning 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 e-book facility through online resource. - Separate Internet connection in the library to access the e-resources. - 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 MS-Office for non-teaching 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

	<p>life and work place. - Self-appraisal of the teachers through maintenance of academic diary. - Maintenance of Grievance redressal cell, anti-ragging committee, sexual harassment committee.</p> <p>- Appointment of a doctor who visits the college daily for facilitating health check-up of teachers, non-teaching staff and students.</p>
Industry Interaction / Collaboration	<p>- 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</p>
Admission of Students	<p>- Online admission include online payment facility. - Admission is made strictly on the basis of merit. - Strict observance of Govt. rules for reserved categories</p>

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

E-governance area	Details
Planning and Development	<p>- 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</p>
Administration	<p>- Online leave requisition system - Notice display system for students and other stake holders - Regular exercises of e-tendering process through government portal - Regular exercises PFMS portal to upload expenditure related to government fund. - Submission of retirement related documents through e-pension portal. - Initiative taken towards installation of RFID system in the library</p>
Finance and Accounts	<p>- Fully computerised office and accounts section - Maintenance of college accounts through tally - Reception of salary fund from government through HRMS portal</p>

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
2020	Prof. Prakash Babu K.L	National Seminar	Govt. First Grade College P.G Study Centre, Bapuji Nagar, Shivamogga	800
2020	Shyam S Bhat	National Seminar, Workshop, International Conference	PESITM, Shimoga, Kateel Pai Memorial Institution, shivamogga, Milad E Sherif Memorial College, Kerala	4690
2020	Raghavendra Shet A	International Conference	Andra Loyal College, Andra Pradesh	5677
2020	Dr.Dhanushree	International Seminar	M S Ramaiah Institute of Arts Science - Bangalore	2000
2020	Ravikumar	National Level	GFGC Shiralkoppa	1000

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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)
2020	NIL	NIL	01/06/2019	01/06/2020	Nil	Nil

[View File](#)

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
Orientation program	1	01/06/2019	01/06/2019	201920
Workshop on Corporate Accounting	26	01/06/2019	01/06/2019	201920
Faculty Development Programmer	35	01/06/2019	01/06/2019	201920
PG Diploma in Yoga	4	01/06/2019	01/06/2019	201920
Doctorate	1	01/06/2019	01/06/2019	201920

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
9	26	12	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, Non-government 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 co-curricular 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	793604	1. Renovation of administrative block 2. Extension ladies washrooms 3. Installation of 5 LCD projectors
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6.4.3 – Total corpus fund generated

9368771

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	Govt. of Karnataka, Dept. of Collegiate Education.	Yes	Management
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	Date of	Duration From	Duration To	Number of
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	initiative by IQAC	conducting IQAC		participants
No Data Entered/Not Applicable !!!				
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
State youth festival	06/06/2019	10/06/2019	150	100
Orientation programme	22/06/2019	22/06/2019	200	150
International day for eradicating drug abuse..,	25/06/2019	25/06/2019	200	150
Health check up, eye, dental & blood group testing	13/07/2019	13/07/2019	200	150
Special lecture on Mutual Fund and Financial Issues	15/07/2019	19/07/2019	200	150
Sadbhavana day celebration	15/08/2019	15/08/2019	350	250
Certificate course for communication skills	26/08/2019	15/10/2019	14	18
State level workshop on Naac revised guidelines	29/08/2019	29/08/2019	150	100
Special lecture on voluntary services for college NSS/Red cross	30/08/2019	30/08/2019	125	125
Teachers day celebration programme	05/09/2019	05/09/2019	40	60
Programme on Malnutrition & psychological depression	18/09/2019	18/09/2019	200	Nil

among teenage				
Prashikshana one day FDP	20/09/2019	20/09/2019	50	70
Parivartana soft skills training	23/09/2019	27/09/2019	25	16
Training program for NAD nodal officers of Kuvempu University	05/10/2019	05/10/2019	80	20
Employability skills training of 100 hours by TCS company	17/12/2019	12/01/2020	20	23
National Voters day programme	20/12/2019	20/12/2019	25	25
Opportunities after degree career guidance programme	08/01/2020	08/01/2020	175	175
Employability skills training programme under csr scheme, Edubridge Ltd.,	13/01/2020	13/01/2020	175	175
One day workshop in Computer application in business	17/01/2020	17/01/2020	60	40
College alumni meet 'Sneha sammilana'	19/01/2020	19/01/2020	24	26
Job training programme	21/01/2020	21/01/2020	175	125
Parents meet	01/02/2020	01/02/2020	37	70
Acharya Advitiya 2020, state level cultural management fest	24/02/2020	24/02/2020	300	350
Campus recruitment by Eton solution	16/07/2020	16/07/2020	6	4

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

NIL

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	2
Provision for lift	No	Nil
Ramp/Rails	Yes	1
Rest Rooms	Yes	2
Scribes for examination	Yes	1
Special skill development for differently abled students	No	Nil
Any other similar facility	No	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2020	1	1	23/12/2019	1	Memorandum to DC to SP	Noise pollution	200
2020	1	1	27/12/2019	1	Memorandum to Municipal corporation shimoga.	Renovation of footpath attached to our college premises under smart city	150

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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 Teachers KCSR	01/06/2019	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.
Code of conduct for students issued by the university and institution.	01/06/2019	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.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
State youth festival	06/06/2019	10/06/2019	250
Program on eradication of drug abuse, ellicit trafficking	26/06/2019	26/06/2019	350
Cleaning of historical monuments at umlebyle village	10/07/2019	10/07/2019	120
NSS rural Camp	18/12/2019	24/12/2019	100
Blood Donation camp	22/12/2019	22/12/2019	80
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

<p>- Environmental awareness and cleaning programme at Kavaledurga on 13/10/2019, 54 students participated - Visit of batch of students to bio-diesel research production unit at JNNCE, Shimoga on 19/09/2019, 90 students participated. - Planting saplings at College campus. - Use of plastic is banned in college campus and declared as smoke free zone - Environmental awareness and cleaning programme at Kavaledurga on 13/10/2019, 54 students participated</p>

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

<p>Title of the practice:- 'SPANADANA' Women Empowerment Cell. Vision:- • Empowering women through academic excellence. Mission:- • The cell shall strive</p>

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 "Job creators" 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 co-curricular activities. • Offering health and safety guidance. • Providing financial assistance to poor girls. • To increase awareness among girl students about self-employment. 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 Inauguration of the Club Mrs. Sahana Prabhu, Classical dance artist Dr. Kanchana Kulkarni, ayurvedic doctor Mrs. Shilpa Gopinath, Entrepreneur Mrs. Shwetha Byndoor, Artist 2 Womens day 3 Special Lecture on Legal awareness prevention of women harassment on 20/12/2019 Justice Mahadevappa Sir, District Court, Shivamogga 4 Beautician course for rural women at Melina Hanaswadi on 21/12/2019 Smt. Indu Vinay Hegde. Beautician Teacher JSS Shivamogga. 5 Rangoli Competition for rural women at Melina Hanaswadi on 22/12/2019 Chief Guest Sri. B. Y. Raghavendra Evidence of Success:- Video clippings, photos, media reports and annual reports in college magazines are the documentary evidence maintained by the cell. The institution has identified major changes in the attitude of girl students on various parameters. Overcome of shyness, more participation in class wise seminars and extra-curricular activities, Positive attitude, free interaction with teachers and other students. In the recent campus selection by the The Gallagher, TCS, Eton Solutions, number of girls participated and selected was more than the number of boys. Problems encountered and Resources required:- Though the organizers and girl participants are keen to invite professional and expert trainees and speakers from outside, the cell is unable to host programmes due to lack of financial resources. Notes:- After the establishment of this cell since the past few years we have seen many positive changes in the behavioral pattern of girl student. Hence we strongly recommend the introduction of this practice in every co-education and girl's college. BEST PRACTICE NO: 2 Title of the Practice:- " COLLEGE CO-OPERATIVE SOCIETY ". Goal:- The following are the important goals of the college Co-operative Society. • Strengthening economic interest, cultivating the habit of savings and mutual co-operation among the members. • To facilitate, co-ordinate and to promote

purchase and supply of stationery goods at reasonable prices. • To inculcate the principle of co-operation amongst students and to make use of its benefits. • Establishment of cafeteria to provide hygienic food at concessional rate. • To undertake purchase, sale and supply of foods grains, cloth and medicine to government and quasi-government hostels at reasonable prices. • Supply of the necessary stationary and other articles to the college on demand. The Context:-

The institution right from its inception is an exclusive commerce and management, student centric college. In order to inculcate the knowledge of co-operative movement among the student community the institution started the Co-operative Society in the year 1976. In order to bridge the gap between theory and practice, students are encouraged to participate more in the co-operative society activity by becoming members of the society. The Practice:- The Society was established with the main objective of facilitating and coordinating the purchase and supply of stationery goods and other articles at reasonable prices during college hours to the students and college office. All the students of the college are the members of the society. The executive body of the society consists of eleven directors of whom nine are elected from student community.

Representation is given to two girl students and one SC/ST student. The Principal of the college is its President and a teacher is the honorary Secretary to look after its day to day affairs. The books of accounts is systematically maintained and audited annually by the department of Co-operative Society. These audited accounts are presented before the members in the annual general body meeting. Detailed discussion will be held during meeting. The entire proceeding gives an overall knowledge to the students about conducting meetings, society by laws, quorum, minutes, budget allocation etc.

As for as the constraints are concerned, the societies are regulated and monitored by the registrar of Co-operatives and the recent changes in Co-operative Act has resulted in a lot of difficult in fulfilling the department regulations. Further, there is no chief executive officer (CEO) for the society to run it on full time basis. Evidence of Success:- The continuous support and participation by the students and teachers for the past 40years tells the success story of the college society. The objective set by the society in the beginning is achieved through student participation. Students, who served as Directors in our society, have become Directors, office bearers and employees of various Co-operative Societies in and around Shivamogga. The students are benefited financially as they get their uniform cloth, stationery, skill development records, test papers etc. from the College Society at a very

reasonable price. Problems encountered and resources required:- The administration of Co-operative Society has encountered the following difficulties. • As a teacher works as the honorary secretary, it is not possible to open the society continuously during college hours as he has to engage classes. • Financial constraints of the society will not support to hire a full time CEO. • Fulfilment of the departmental provisions is a major difficulty to run the society smoothly and efficiently. Notes:- Our experience has shown that the establishment of the college society has brought a lot of benefits to the student community. Hence we recommend the introduction of this practice in all educational institutions.

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/downloads.htm>

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 make the students migrate to metropolitan cities.

EVIDENCE OF SUCCESS

Our institution secures regular ranks in both B.Com and BBA courses and 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. The following achievements of our institution ensure the success of Institutional distinctiveness:-

1. The college has emerged as a lead college in the Kuvempu University catering to the needs of quality education in Commerce and Management studies.
2. It is proud to say that our college is the only college having CA examination center and made easy the CA aspirants of Malnad region to secure the CA degree.
3. The college has emerged as a hub for many Government and departmental examinations. The examinations of KSET, KPSC, Police department exams, IBPS exams etc. are conducted in our college.
4. The college has tagged examination center of Kuvempu University. The students of nearby colleges having no exam center will attend examination in our college.

Provide the weblink of the institution

<https://www.atncc.org/>

8.Future Plans of Actions for Next Academic Year

PLAN OF ACTION FOR 2020-21 IQAC committee meeting is convened on 28.02.2020 Friday at 11.00 AM in the college AV hall. The committee members present in the meeting suggested the under mentioned plan of action for the academic year 2020-21.

1. Preparation of Institutional calendar for the academic year 2020-21 as per the guidelines of Kuvempu University.
2. Admission to I B.Com./B.B.A./M.Com. as per the regulations of Govt. of Karnataka and insist the admission committee to supervise and discharge the entire work of admission.
3. Approaching the University to sanction additional 10 seats for B.Com. course to make up the over crowd.
4. Orientation program for I B.Com./B.B.A./M.Com students in the third week of June.
5. Conduct of Bridge course for non commerce students after completing orientation program.
6. Inauguration of all co-curricular activities and 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 program to students on different topics of current issues. 10. To conduct online student satisfaction survey, feed back from students and alumni. 11. To conduct parents meeting to obtain their feed back. 12. To organize State/National level seminar. 13. To extend ICT facility in the class room. 14. To conduct Faculty development program for the teachers of NES First Grade Colleges. 15. To conduct certificate course "Parivarthana" to improve employability skills of out going students in association with Gallagher, TCS Edubridge under MOU. 16. To conduct communication English certificate course. 17. To conduct University level Intercollegiate level sports of any one event in the college. 18. To arrange for college level NSS special camp. 19. To arrange for alternate source of energy (solar) in the college campus. 20. To encourage students to opt for Adon course (Swayam Moocs). 21. To organize remedial classes for slow learners. Covid -19 lockdown is declared by Govt. in the month of March and it continued for a longer duration, the colleges remain closed during the lock down period. In view of this situation after taking approval of IQAC committee, it becomes invariable for the college to add few more programs for the existing plan of action 2020-21. 22. Conducting covid awareness online program to the stake holders. 23. Conducting E-quiz in all B.Com./B.B.A. subjects to keep the students in touch with the subjects. 24. Conducting online webinar programmes in all disciplines.