

**NAAC INSTITUTIONAL QUALITY SUSTENANCE AND DEVELOPMENT SURVEY**

**ANNUAL QUALITY ASSURANCE REPORT 2015-16**

1. Kindly provide the details of the institution :

Name of the Institution	Dr. A. V. Baliga College of Commerce, Kumta
Year of establishment	June, 1966
Address Line 1	Hegde Road
Address Line 2	Kumta
City/Town	Kumta
State	Karnataka
Postal Code	581362
e-mail address	commercevb@gmail.com

2. NAAC Accreditation/Reaccreditation details :

Year of Reaccreditation	August, 2013
Current grade	'B'
CGPA	2.89

3. Institutional Status : Affiliated Permanent

4. Contact Person Details :

Name of the Head of institution	Principal, Dr. Vivek M. Pai
Contact Phone	08386-222026
e-mail	<a href="mailto:commercevb@gmail.com">commercevb@gmail.com</a>
Website	<a href="http://www.avbcommerce.org">www.avbcommerce.org</a>
Name of the IQAC Co-ordinator	Dr. Shrinivas V. Shenvi
Email	<a href="mailto:shrinishenvi@gmail.com">shrinishenvi@gmail.com</a>

## SECTION - I

This section is related to institutional goals, vision and mission, academic programmes and activities, strategies and action plans for institution building.

5. Number of academic programmes existing (Enter a number : 0 for nil):

Undergraduate (BA, B.Com, B.Sc. etc)	2
Postgraduate (MA, M.Com, M.Sc. etc)	1
Research Programmes (M.Phil/Ph.D)	0
Certificate programmes	4
Professional programmes (B.Tech/M.Tech/ B.Ed/Medicine/Pharmacy/Paramedical/Nursing etc.)	0
Other value added programmes	0
Any other programme offered (Specify)	0

6. Details on Programme Development (Enter a number : 0 for nil) :

New programmes added during the year	0
New programs designed	0
Programs under revision	0
Inter departmental collaborative programmes	0
Inter institutional collaborative programmes	0
Number of review committee recommendations implemented (Total)	0
Number of NAAC peer team recommendations implemented	6
Number of UGC/any other expert committee recommendations under implementation	0
Number of Review committee recommendation under implementation	0
Number of NAAC peer team recommendations under implementation	3
Number of UGC/any other expert committee recommendations under implementation	0

7. Faculty Details (Enter a number : 0 for nil) :

Total faculty strength required as per norms for all programmes	20
Total faculty rolls	20
Faculty added during the year	5
Faculty positions vacant	0
Faculty left during the year	4
Total number of visiting faculty	1
Total number of guest faculty	0

8. Qualification of faculty :

Ph.D and Above	2
M.Phil	2
Masters	16
Any other (Specify)	0

9. Faculty qualification improvement :

Ph.D awarded to existing faculty	0
M.Phil awarded to existing faculty	0
Any other degree awarded to existing faculty	0

10. Administrative Staff Details (Enter a number : 0 for nil) :

Administrative staff (total sanctioned)	11
Administrative staff (Actual strength)	9
Added during the year of reporting	0
Left during the year	0
Number of posts vacant	2

11. Technical support staff details (Enter a number : 0 for nil) :

Technical support staff (Total sanctioned strength)	1
Technical support staff (Actual strength)	1
Added during the year	0
Left during the year	0
Number of posts vacant	0

## SECTION - II

This section surveys the quality sustenance and development activities during the year taken up by IQAC.

It reflects quality management structure, strategies and processes which would enhance academic quality of the institution as perceived by faculty, students, alumni and other stakeholders (social perception of the institution) inline with the vision, mission and goals of the institution.

12. Establishment details :

Year of establishment of IQAC

13. Composition of IQAC (Enter a number : 0 for nil) :

Number of IQAC Members	14
Number of Alumni in IQAC	1
Number of Students in IQAC	2
Number of Faculty in IQAC	3
Number of Administrative staff in IQAC	2
Number of Technical Staff in IQAC	1
Number of Management representatives	2
Number of External experts in IQAC	2
Number of any other stakeholder and community representatives	1

14. IQAC Meetings :

Number of IQAC meetings held during the year

15. Whether calendar of activities of IQAC formulated for the academic year

16. IQAC Plans for Development (Enter a number : 0 for nil) :

Number of academic programmes proposed	0
Number of value added programmes proposed	3
Number of skill oriented programmes proposed	3
Number of faculty competency and development programmes proposed	0
Number of other staff development programmes proposed	0
Number of student mentoring programmes proposed	3
Number of co-curricular activities proposed	10
Number of inter departmental co-operative schemes proposed	0
Number of community extension programmes proposed	3
Any other programmes proposed	0

17. IQAC plans for development & implementation (Enter a number : 0 for nil) :

Number of academic programmes implemented	0
Number of value added programmes implemented	3
Number of skill oriented programmes implemented	3
Number of faculty competency and development programmes implemented	0
Number of other staff development programmes implemented	0
Number of student mentoring programmes implemented	3
Number of co-curricular activities implemented	10
Number of inter departmental cooperative programs implemented	0
Number of community extension programmes implemented	3
Any other programmes suggested that are implemented	0

18. IQAC Seminars and conferences (Enter a number : 0 for nil) :

Number of seminars/conferences/workshops organized by IQAC within the institution	0
Number of participants from the institution	0
Number of participants from outside	0
Number of external experts invited	0
Number of external conferences/seminars/workshops on institutional quality attended	0
Number of events conducted with IQAC's of other institutions as collaborative programs	0

19. Did IQAC receive any funding from UGC during the year?

20. If the response to Qn.18 is yes, please provide the amount received form UGC- (Input 0- if NA/NIL) Any other source including internal financial support from the management (specify amount)

Amount received from UGC	0
Amount received from any other source including the college management	0

21. Any significant contribution made by IQAC on quality enhancement during current year (Please provide details in bullet format) :

- Parents meeting
- Industrial visit
- Efforts to conduct campus interview
- Maintaining business lab
- Improving e-library facility
- Minor research projects involving students
- English speaking course
- Communication skill programme for the first year degree students
- Identifying slow learners and giving remedial coaching
- Interaction with all staff with students

### SECTION - III

In this section the events, activities and outputs in the field of research and academic areas are being surveyed.

Number of new academic programs developed or designed by faculty	0
Number of faculty members involved in curriculum restructuring/revision/ syllabus development	1
Number of programs in which evaluation process reformation taken up and implemented	0
Number of active teaching days during the current academic year	180
Average percentage of attendance of students	90
Percentage of classes engaged by the guest faculty and temporary teachers	90
Number of Self Financed programmes offered	4
Number of aided programmes offered	0
Number of programmes discontinued during the year	0

23. Whether any systematic student feedback mechanism is in place?

24. Feedback details (if answer to question 20 is yes)

Percentage of courses where students feedback is taken 100%

25. Is feedback for improvement provided to the faculty?

26. Faculty Research, Projects and Publication details for the year :

Number of major research projects undertaken during the year	0
Number of minor research projects undertaken during the year	1
Number of major ongoing projects	0
Number of minor ongoing projects	1
Number of major projects completed	0
Number of minor projects completed	4
Number of major project proposal submitted for external funding	0
Number of minor project proposal submitted for external funding	3
Number of research publications in peer reviewed journals	8
Number of research publications in international peer reviewed journals	0
Number of research publications in national peer reviewed journals	2
Number of research papers accepted for publication in international peer reviewed journals	0
Number of research papers accepted for publication in national peer reviewed journals	0
Average impact factor of publications reported	0

Number of books published	0
Number of edited books published	0
Number of books (single authored) published	0
Number of books (co-authored) published	0
Number of conferences attended by faculty	6
Number of international conferences attended	4
Number of national conferences attended	3
Number of papers presented in conferences	3
Number of papers presented in international conferences	6
Number of papers presented in national conferences	4
Number of conferences organized by the institution	0
Number of faculty acted as experts resource persons- international	0
Number of faculty acted as experts resource persons- national	0
Number of collaborations with international institutions	0
Number of collaborations with national institutions	0
Number of linkages created during the year	0
Total budget for research for current year as a percentage of total institution budget	1lakh (6.45%)
Amount of external research funding received in the year	0
Number of patents received in the year	0
Number of patents applied for in the year	0
Number of research awards/recognitions received by faculty and research fellows of the institute in the year	0
Number of PhDs awarded during the year	0
Percentage of faculty members invited as external experts/resource persons/reviewers/referees or any other significant research activities	0

## SECTION - IV

This section deals with student mentoring and support system existing in the institution. This includes student activities, mentoring and opportunities for development and inclusive practices.

### 27. Student details and support mechanism :

The total intake of students for various courses (sanctioned)	640
Actual enrollment during the year	542
Student dropout percentage during the year	2.3%
Success percentage in the final examination across the courses	95%
Number of academic distinctions in the final examination and percentage	72.5%
Number of students who got admitted to the institutions of national importance	0
Number of students admitted to institutions abroad	0
Number of students qualified in UGC/NET/SET	0
Number of qualified GATE/CAT/other examination (specify)	0

28. Does student support mechanism exist for coaching for competitive examinations?

Yes

29. Student participations, if response is yes to Qn. 27

Number of students participated

60

30. Does student counseling and guidance service exist?

Yes

31. Student participations, if response is yes to Qn. 29

Number of students participated

100

32. Career guidance

Number of career guidance programmes organized	5
Percentage of students participated in career guidance programmes	40

33. Is there provision for campus placement?

Yes

34. If yes to Qn. 32

Number of students participated in campus selection programmes	50
Number of students selected for placement during the year	32



35. Does gender sensitization program exist?

36. If answer is yes to Qn 34.

Number of programmes organized

37. Student activities :

Number of students participated in external cultural events	35
Number of prizes won by students in external cultural events	4
Number of cultural events conducted by the institute for the students	12
Number of students participated in international sports and games events	0
Number of students participated in national sports and games events	0
Number of students participated in state level sports and games events	0
Number of students participated in university level sports and games events	25
Number of prizes won by the students in international sports and games events	0
Number of prizes won by the students in national sports and games events	0
Number of prizes won by the students in state sports and games events	0
Number of prizes won by the students in university level sports and games events	3
Number of sports and games events conducted by the institute for the students	9

38. Composition of students :

Percentage of scheduled caste	2.3
Percentage of schedules tribe	0.5
Percentage of other backward communities	53.1
Percentage of women students	54.8
Percentage of physically challenged	0
Percentage of rural students	60
Percentage of urban students	40

39. Scholarships and financial support :

Number of availing financial support from the institution	7
Amount disbursed as financial support from the institution	17513
Number of students awarded scholarship from the institution	238
Number of students received notable national/international achievements/recognition	0

40. Student initiatives :

Number of community upliftment programs initiated by students	10
Number of literary programmes initiated by students	2
Number of social action initiatives based on science/environment initiated by students	2
Number of student research initiatives	13

## SECTION - V

This section surveys the governance and innovation at the institution related to quality management. The educational management strategies adopted and in practice for achieving the objectives are focused.

41. Whether perspective plan for overall developmental activities is created?

Yes

42. If the answer for Qn. 40 is yeas, is the plan implemented and monitored?

Yes

43. Whether benchmarking is created for institutional quality management efforts?

Yes

44. If the answer to question 42 is yes, please list the benchmarking in various areas of development in bullet format.

- Achieving average 95% attendance.
- Increase in student strength
- Participation of students in seminars
- E-library facility
- Achieving results above 90%

45. Is a management information system (MIS) in place?

Yes

46. If answer to question 44 is yes, please provide details of MIS applied to

1. Administrative procedures including finance
2. Student admission
3. Student records
4. Evaluation and examination procedures
5. Research administration
6. Others

(Enter the respective details corresponding to the serial numbers)

1. Administrative procedures including finance

- Annual audit by Management/Government.
- Information sent to management, university and government.
- Pay Roll, Tax, Fees Automated.

2. Student admission

- Admission details computerized and sent to management, library and government.
- Admission by counseling with students and parents as per government norms.

3. Students records.

- Register is maintained for inspection, various reports about students.

4. Evaluation and examination procedures

- Tests, Assignments, Students Feedback, Students Seminars, Study Tours, Examination are conducted as per the university guidelines.

5. Research administration

- Separate register is maintained for research grants received by the faculty members.

6. Others

- MIS sent to university and government in prescribed format.
- HRMS is regularly updated.
- Pay slip through e-mail.
- Information updated in website.

47. Existence of learning resource management :

e-database in library	Yes
ICT and smart class room	Yes
e-learning sources (e-books, e-journals)	Yes
Production of teaching modules	Yes
Interactive learning facilities	Yes

48. Internal Resource Mobilization : Kindly provide the amount contributed

Research	0
Consultancy and training	0
Student contribution	0
Alumni contribution	0
Well wishers	0

49. Infrastructure and welfare spending : Please specify the amount

Amount spent for infrastructure development	1,40,000
Amount spent for student welfare	17,513
Amount spent for staff welfare	0

50. Is delegation of authority practiced? YES

51. Does grievance redressal cell exist?

Faculty YES

Students YES

Staff YES

52. Grievances received from faculty and resolved (Enter a number; 0 for nil)

Number of grievances received	4
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Number of grievance resolved	3
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53. Number of grievances received from students and resolved (Enter a number; 0 for nil)

Number of grievances received	5
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Number of grievance resolved	4
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54. Number of grievances received from other staff members and resolved (Enter a number; 0 for nil)

Number of grievances received	4
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Number of grievance resolved	2
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55. Has the institution conducted any SWOT analysis during the year? YES.

56. The SWOT analysis was done by internal or by external agency?

Internal

57. Kindly provide three identified strengths from SWOT analysis (in bullet format)

- Strong management
- Good infrastructure
- Increasing strength
- Dedicated Teachers
- Additional Training for competitive exams and higher Education
- Personality Development
- Placement
- Classrooms with ICT facilities & well equipped Library
- Intelligent & hardworking students

58. Kindly provide three indentified weaknesses from the SWOT analysis (in bullet format)

- Temporary staff due to government policy
- Poor industrial development

- Lagging research publication
- Inadequate use of ICT

59. Kindly provide two opportunities identified from the SWOT analysis (in bullet format)

- Opportunity to start new courses
- Opportunity to improve communication skill programme

60. Kindly provide two identified challenged/threats from SWOT analysis (in bullet format)

- Improvement in communication skill
- Implant training and project work
- Inadequate requirement of staff

61. Identify any significant progress made by the institution towards achieving the goals and objectives during the year (list below in bullet format)

- Very high percentage of passing with good grade
- High percentage of students opting for higher education
- Campus interviews and placement service
- Women cell and NSS and environmental club

62. How do you perceive the role of NAAC in the quality development of your institutions (Suggestions in bullet format to be given below)

- Documentation of all programmes and activities due to the motivation and guidance received by the NAAC
- College started e-library and inflibnet
- UGC network resource center, installation of smart boards
- Improvement in quality of education
- Teaching Standards
- Improvement in infrastructure and teaching aids
- Clean India awareness programme

Co-ordinator  
NAAC

Chair Person  
NAAC