

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)k

Part – A

AQAR for the year (for example 2013-14)

2014 - 15

1. Details of the Institution

1.1 Name of the Institution

MAHATMA GANDHI MEMORIAL COLLEGE

1.2 Address Line 1

KUNJIBETTU

Address Line 2

City/Town

UDUPI

State

KARNATAKA

Pin Code

576 102

Institution e-mail address

principal_mgm@yahoo.co.

Contact Nos.

0820 – 2520359 , 0820 - 2530410

Name of the Head of the Institution:

Smt KUSUMA KAMATH K

Tel. No. with STD Code:

0820 - 2530410

Mobile:

+91 92422 33968

Name of the IQAC Co-ordinator:

Sri VIJAYA M G

Mobile:

+91 98448 97478

IQAC e-mail address:

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1.3 NAAC Track ID (For ex. MHCOGN 18879)

KACOGN 10413

OR

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

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1.5 Website address:

www.mgmudupi.ac.in

Web-link of the AQAR:

www.mgmudupi.ac.in/AQAR 2014-15

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B ⁺⁺	Inst. Score 80.05	2003	2003 - 08
2	2 nd Cycle	B	2.88	2010	2010 - 15
3	3 rd Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

05/12/2003

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

- i. AQAR 05 – 07 - 2011 (DD/MM/YYYY)
- ii. AQAR 28 – 07 – 2012 (DD/MM/YYYY)
- iii. AQAR 31 – 07 – 2013 (DD/MM/YYYY)
- iv. AQAR 07 – 10 – 2014 (DD/MM/YYYY)

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.11 Name of the Affiliating University (*for the Colleges*)

MANGALORE UNIVERSITY

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University with Potential for Excellence UGC-CPE

DST Star Scheme UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

10

2.2 No. of Administrative/Technical staff

2

2.3 No. of students

1

2.4 No. of Management representatives

1

2.5 No. of Alumni

2

2.6 No. of any other stakeholder and
community representatives

1

2.7 No. of Employers/ Industrialists

-

2.8 No. of other External Experts

2

2.9 Total No. of members

16

2.10 No. of IQAC meetings held

2

2.11 No. of meetings with various stakeholders:

No.

Faculty

7

Non-Teaching Staff

Students

Alumni

Others

2.12 Has IQAC received any funding from UGC during the year?

Yes

No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos.

International

National

State

Institution Level

2

(ii) Themes ‘How to improve the quality of teaching’

2.14 Significant Activities and contributions made by IQAC

All activities of the college was monitored

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year

Plan of Action	Achievements
Apart from regular curricular and co-curricular activities, it was proposed to submit LOI and prepare SSR with reference to III cycle accreditation by NAAC.	<ul style="list-style-type: none">• All regular curricular and co-curricular activities were conducted as scheduled.• After applying LOI, SSR was successfully prepared with the help of staff members and submitted to NAAC.

2.15 Whether the AQAR was placed in statutory body Yes No ✓

Management Syndicate Any other body IQAC

Provide the details of the action taken

The different sections of AQAR 2014 – 15 was prepared with the help of different staff members. It was placed in the IQAC meeting and finalised.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG	1		1	
UG	5		4 streams	
PG Diploma				
Advanced Diploma	1		1	
Diploma	1		1	
Certificate	11		11	11
Others	1		1	
Total	20		19	11
Interdisciplinary				
Innovative				

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options Credit Based Semester System

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	20
Trimester	
Annual	

1.3 Feedback from stakeholders* Alumni Parents Employers Students
(On all aspects)

Mode of feedback : Online Manual Co-operating schools (for PEI)

**Please provide an analysis of the feedback in the Annexure*

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

Our college is affiliated to Mangalore University and following Credit Based Semester system. Generally, University revises the syllabi once in 3/4 years in all subjects.

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

Nil

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	28	13	15	-	-

2.2 No. of permanent faculty with Ph.D.

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year	Asst. Professors		Associate Professors		Professors		Others		Total	
	R	V	R	V	R	V	R	V	R	V
	-	-	-	-	-	-	-	-	-	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	01	39	16
Presented papers	8	5	-
Resource Persons	-	2	1

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

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

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

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

2.10 Average percentage of attendance of students

2.11 Course/Programme wise distribution of pass percentage : April / May 2015

Title of the Programme	No. of students appeared	Division				
		Distinction	I Class	II Class	III Class	Pass %
VI Sem B.A.: EHP	12	1	4	4	2	92
EHE	15	2	4	1	1	53
JKCa	09	1	1	2	0	44
Total :	36	4	9	7	3	64
VI Sem B.Sc.: MPC	19	11	6	0	0	89
MPS	10	5	3	1	1	100
BZC	30	28	2	0	0	100
MPCs	41	21	10	2	2	85
MSCs	22	10	5	1	3	86
Total :	122	75	26	4	6	91
VI Sem B.Com.(Gen)	112	51	42	6	3	91
B.Com.(Voc)	39	37	1	0	0	97
Total :	151	88	43	6	3	93
VI Sem B.C.A.	84	46	13	1	24	100
IV Sem M.Sc.	37	33	04	0	0	100
Grand Total:	430	246	95	18	36	92

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

Semester results are evaluated and analysed in the staff meetings. Remedial coaching for slow learners and repeaters are monitored through the department heads. Advanced learners are given necessary guidance and reference materials. The results are communicated to the parents through cumulative record system. Senior faculties in the department also give guidance to the new staff members.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	1
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	14
Others	4

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	10	-	-	14
Technical Staff	-	-	-	8

Criterion – III

3. Research, Consultancy and Extension

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

Principal encourages staff members to do research. Some of the staff members are doing research projects with the financial assistance of UGC. Staff members are asked to do guide students to take up small projects. Free internet access is made available to all staff in different departments/library.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number		01		
Outlay in Rs. Lakhs		7.45		

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		12		
Outlay in Rs. Lakhs		13.1		

3.4 Details on research publications

	International	National	Others
Peer Review Journals	2	6	
Non-Peer Review Journals			
e-Journals		3	
Conference proceedings			

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

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

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
 DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme
 INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number		3	1		
Sponsoring agencies		UGC	UGC		

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	
	Granted	
International	Applied	
	Granted	
Commercialised	Applied	
	Granted	

3.17 No. of research awards/ recognitions received by faculty and research fellows Of the institute in the year

Total	International	National	State	University	Dist	College

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

1
5

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

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

JRF		SRF		Project Fellows		Any other	
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3.21 No. of students Participated in NSS events:

University level	3	State level	
National level		International level	

3.22 No. of students participated in NCC events:

University level	21	State level	18
National level	11	International level	1

3.23 No. of Awards won in NSS:

University level		State level	
National level		International level	

3.24 No. of Awards won in NCC:

University level		State level	
National level		International level	

3.25 No. of Extension activities organized

University forum	2	College forum	2
NCC	5	NSS	5
Any other	1- Gandhian Study Center		

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

- Students were motivated for blood donation camp
- Students were motivated to participate in Independence day, Republic day, Gandhi Jayanthi and National integration programmes and rallies
- Various programmes like Career opportunities, Yoga training camps, Women's safety, *swachh Bharath Abhiyan* etc were organised.
- Gandhian Study Center has conducted number of programmes to bring awareness on Gandhian principles

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	46 acres			
Class rooms	26	2	Management	28
Laboratories	6			
Seminar Halls	2			
No. of important equipments purchased (1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)		25 lakhs	UGC	
Others		a) Indoor sports complex b) Extension of canteen	a)UGC & Management b) Management	

4.2 Computerization of administration and library

Library : No. of machines – 7, Library is fully automated with search & issue of books using Easylib software.

Office : No. of machines -14, Office is automated with Robovidya software.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books & Reference Books	81 616	42 31 112.97	1055	2 08 341.75	82 671	44 39 454.72
e-Books						
Journals/Periodicals	78	85 246.00			113	80 226.00
e-Journals						
Digital Database						
CD & Video	623		37		660	
Others (specify)	DELNET Rs. 11 500 / Year INFLIBNET-N-LIST Rs. 5000 / Year					

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	315	235	13	5	5	9	48	-
Added	10	-	-	-	1	4	5	-
Total	325	235	13	5	6	13	53	-

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

NME
12 MbPS OFC

4.6 Amount spent on maintenance in lakhs :

i) ICT	2.1
ii) Campus Infrastructure and facilities	1.44
iii) Equipments	1.18
iv) Others	-
Total :	4.72

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

HODs of all departments are assigned the responsibilities of explaining the services available for students

5.2 Efforts made by the institution for tracking the progression

Staff members conduct remedial class & maintain cumulative records of students

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1289	76		

(b) No. of students outside the state

(c) No. of international students

Men	No	%	Women	No	%
	510	37		855	63

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
433	40	60	759	01	1293	414	47	70	834	-	1365

Demand ratio 1:1 Dropout % -

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

Teachers conduct training sessions for the students on aptitude and reasoning test to face exams and aptitude tests conducted by different companies who visit our college during campus placement drives

No. of students beneficiaries

230

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT
IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance

- Counselling is done by senior staff members
- Placement cell conducts coaching classes
- More information is also given to students by inviting experts from Banks, LIC...

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
11	393	161	20

5.8 Details of gender sensitization programmes

The College has established Women's Harassment Redressal Cell which addresses the issues of the Gender equity. Special lectures have been arranged by eminent doctors and women activists to enlighten the students about their rights and problems.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	82 (TMA foundation)	11 67 610
Financial support from government	157	5 61 032
Financial support from other sources	27 (Community....)	11 000
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: _____

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision : a student of Mahatma Gandhi Memorial college will be an individual endowed with the spirit of enquiry, eager to acquire knowledge and skills, competent to be employed in his field, possessing qualities of leadership, responsible to family, society and nation, capable of appreciating aesthetics and understanding our cultural heritage and rational as well as humane in attitude.

Mission : The Mahatma Gandhi Memorial college strives to provide students with quality education using innovative and humane methods of teaching and learning, to develop in them competence for employment as well as entrepreneurship, to promote their power of thinking and creative ability, to organise activities that will contribute to the understanding of their responsibilities to the family, to the society and the nation and to promote national integration through cordial relationship between and among stake holders

6.2 Does the Institution has a management Information System

Yes

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

6.3.1 Curriculum Development

- Some staff members are BOS members of Mangalore University/autonomous colleges

6.3.2 Teaching and Learning

- Teachers are advised to attend workshops and seminars
- Programmes are conducted to new staff members to learn teaching techniques
- Academic advisory system is followed and tutorials are conducted for needy students

6.3.3 Examination and Evaluation

- College level two internal assessment tests are conducted in each semesters, as per University norms.
- Faculty members participate in University examination and valuation work.

6.3.4 Research and Development

- Faculty members are encouraged to do research
- Management is ready to provide seed money
- Students are encouraged to take up research projects

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Bar-code system has been introduced in the library
- ‘Open access system’ has been introduced
- Reprographic facility is available
- ICT and other physical infra structures are provided
- Reference service is also available to ‘Open University Students’

6.3.6 Human Resource Management

- Principal takes care of HRM

6.3.7 Faculty and Staff recruitment

- Principal in consultation with Management recruits management staff according to requirements (both teaching and administrative staff)

6.3.8 Industry Interaction / Collaboration

- Computer science department has interaction and collaboration with industries / companies.

6.3.9 Admission of Students

- Admission is done as per University rules and regulations

6.4 Welfare schemes for

Teaching staff	<ul style="list-style-type: none">• Quarters are provided to some teaching staff
Non teaching staff	<ul style="list-style-type: none">• Quarters are provided to some non-teaching staff
Students	<ul style="list-style-type: none">• Mid-day meals programme• Various kinds of scholarships• Student co-operative stores

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done

Yes

No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic			Yes	Principal
Administrative			Yes	Principal

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes

Yes

No

For PG Programmes

Yes

No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

- University is following Credit Based Semester Scheme

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

6.11 Activities and support from the Alumni Association

- Contribution towards mid-day meals and scholarships.

6.12 Activities and support from the Parent – Teacher Association

- Contribution towards mid-day meals and scholarships.

6.13 Development programmes for support staff

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

- Minimising the use of plastic in the campus
- Campus cleaning by students
- Afforestation of campus
- Organising eco-friendly talks
- Installation of solar lights in the campus

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- Solar lights have been installed at some places in the college campus.
- CCTVs have been installed at many places, which help in controlling the unnecessary movements of students in the corridor.
- Students are not allowed to go out of the college campus during working hours even if they don't have certain periods and they are advised to go to library/reading room / sports room

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

- Regular curricular and co-curricular activities have been conducted as planned in the beginning of the year.
- Three National level and one State level UGC seminars have been conducted in the academic year.

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

1. Involvement of students and staff in extension activities.
2. Mentor/Academic advisor System

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

7.4 Contribution to environmental awareness / protection

- The college is maintaining herbal garden, Botanical garden and Herbarium
- The campus has many trees, some are of rare species. These trees have been classified and documented.
- The botany department creates awareness about medicinal and other plants through 'Plant a week programme'
- In some classes wooden furniture were replaced by cement desks & benches
- Solar lights have been installed in college campus

7.5 Whether environmental audit was conducted? Yes No

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

The summary of SWOT analysis made by a group of Heads of all the Departments of the college with Principal as the Head of the team is given below.

STRENGTH :

- Mahatma Gandhi Memorial College has got adequate land measuring 46 acres situated in a prime locality, with adequate infrastructures.
- The College Management has contributed a major share for the improvement of infrastructural facilities such as Indoor Sports Complex, Extension of Ladies' Hostel, Computer Science Block etc .
- The College has instituted several scholarships, freeships and free Mid-day Meals for socially and economically weaker sections. The Management has been providing scholarships liberally.
- Many departments of the college are provided with computer/laptops and LCD projectors.
- The College has started various career development / skill development and job oriented Add-on courses, viz., Computer application, Networking with NetSim, Insurance, E-commerce, Travel and tourism, Vermicomposting, Plant tissue culture and Functional English.
- The college has qualified and committed staff members who have been guiding the students both in academic and co-curricular activities.
- The effective functioning of the Placement Cell in the college benefits a large number of students.
- Many faculty members are actively involved in research by undertaking Major / Minor Research Projects that are funded by various national level and state level funding agencies.

WEAKNESS:

- Existing vacancies approved / sanctioned under the grant-in-aid posts are not filled up regularly by the Government.
- Disparity in the salary structure of Government aided and Management-employed faculty continues to exist.

OPPORTUNITIES:

- Being one of the oldest institutions with consistent good results in academics, co-curricular and extra-curricular activities, the college is well-known for its academic and cultural excellence. It has adequate space and potential for future growth and development. The college has wide opportunity to open modern job oriented courses to improve the employability of the students.
- The increasing strength in the degree courses owing to personalized contact, projection campaign etc shows that more students are making use of the facilities in the college. It also shows that the college has opportunities to provide infrastructure facilities to cope with the increased strength.

CHALLENGES:

- There has been a gradual decline in enrolment of students to Arts and Basic Science courses and this trend is common to neighbouring colleges.
- The college has to compete with many Government colleges where the fee structure is more favorable to students than in aided colleges.

8. Plans of institution for next year

- Regular curricular, co-curricular and extra-curricular activities
- Organising inter class competitions
- Encouraging more research projects for students and staff members

Name M G VIJAYA

Name KUSUMA KAMATH K

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

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