

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)

Part – A

AQAR for the year (for example 2013-14)

2017-2018

I. 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.in

Contact Nos.

0820 – 2520359 , 0820 - 2530410

Name of the Head of the Institution:

Dr. M.G. Vijaya

Tel. No. with STD Code:

0820 - 2530410

Mobile:

9844897478

Name of the IQAC Co-ordinator:

Arun Kumar B

Mobile:

8310658861

IQAC e-mail address:

mgmiqac@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

KACOGN 10413

1.4 Website address:

www.mgmudupi.ac.in

Web-link of the AQAR:

www.mgmudupi.ac.in/AQAR 2017-18

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B++	80.05	2003	2003-08
2	2 nd Cycle	B	2.88	2010	2010-15
3	3 rd Cycle	A	3.10	2016	2016-21
4	4 th Cycle				

1.6 Date of Establishment of IQAC : DD/MM/YYYY

05/12/2003

1.7 AQAR for the year (for example 2010-11)

2017-2018

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 2016-17 submitted to NAAC on 19/10/2017
- ii. AQAR ____ - ____ (DD/MM/YYYY)
- iii. AQAR ____ - ____ (DD/MM/YYYY)
- iv. AQAR ____ - ____ (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

09

2.2 No. of Administrative/Technical staff

02

2.3 No. of students

01

2.4 No. of Management representatives

01

2.5 No. of Alumni

01

2.6 No. of any other stakeholder and
community representatives

02

2.7 No. of Employers/ Industrialists

-

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No. Faculty
Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
It was proposed to conduct three/ four quality enhancement programme by senior staff members and/or outsiders	Four quality enhancement programmes were conducted in the year. <ul style="list-style-type: none">• Establishment of Teaching Learning Centre• Group discussion by Dr. H Shantaram• Talk on Role of a Teacher by Ramnarayan• Personality development program by Captain Anand

* Attach the Academic Calendar of the year as Annexure.

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 2017 – 18 was prepared with the help of different staff members. It was placed in the IQAC meeting and finalised.

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG	1		1	
UG	5		4 Streams	
PG Diploma				
Advanced Diploma	1		1	
Diploma	1		1	
Certificate	10		1	
Others	1		1	
Total	19			

Interdisciplinary				
Innovative				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	19
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. Teachers, who are members of BOS contribute in revision of the syllabi

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
20	09	10		02

2.2 No. of permanent faculty with Ph.D.

06

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

02

-

41

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	06	19	20
Presented papers	02	04	01
Resource Persons	-	01	-

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

Use of LCD projectors in many class rooms

2.7 Total No. of actual teaching days

during this academic year

180

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

As stipulated by Mangalore University

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

15

01

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2.10 Average percentage of attendance of students

96

2.11 Course/Programme wise
distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
VI Sem B.A : EHP	27	07.402	07.402	37.03	14.81	66.64
EHE	22	09	18	41	09	77
JKCa	13	23	23	30	16	92
VI Sem B.Sc : MPC	40	73.3	20	-	-	93.3
MPS	05	58.6	11.76	17.64	-	88.23
BZC	31	66.66	19.5	-	-	85.71
MPCs	33	54	23	09	-	86
MSCs	23	23.5	17.6	11.8	17.6	71
VI Sem B.Com (Gen)	156	54.481	32.831	9.70	-	97.01
B.Com (Voc)	45	94.7	5.26	-	-	99.9
VI Sem B.C.A	86	100	-	-	-	100
IV Sem M.Sc	47	100	-	-	-	100
Grand Total	528					91.21

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

Semester results are evaluated and analyzed 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 faculty 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	03
UGC – Faculty Improvement Programme	01
HRD programmes	01
Orientation programmes	02
Faculty exchange programme	03
Staff training conducted by the university	01
Staff training conducted by other institutions	01
Summer / Winter schools, Workshops, etc.	01
Others	01

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	11	-	-	18
Technical Staff				

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. IQAC plays an advisory role in streamlining the activities of Gandhian Study Centre.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals		03	05
Non-Peer Review Journals		02	
e-Journals			
Conference proceedings	01	01	

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	2017-2018	Gandhi Adhyayana Kendra	6000	6000
Students research projects <i>(other than compulsory by the University)</i>	2 Month	Self		
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			01		03
Sponsoring agencies			RRC		

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

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level	07	State level	02
National level	01	International level	

3.22 No. of students participated in NCC events:

University level	48	State level	12
National level	12	International level	01

3.23 No. of Awards won in NSS:

University level	03	State level	04
National level		International level	

3.24 No. of Awards won in NCC:

University level	02	State level	05
National level	04	International level	

3.25 No. of Extension activities organized

University forum	01	College forum	21		
NCC	10	NSS	01	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.
- Dattu Grama Project of the NSS at Alevooru Village

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	46			
Laboratories	6			
Seminar Halls	2			
No. of important equipments purchased (\geq 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

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	83748	4506278.72	498	118230	84246	4824508.72
Reference Books						
e-Books						
Journals	121	89801.00			121	98027.00
e-Journals						
Digital Database						
CD & Video	708		09		717	
Others (specify)	DELNET Rs. 13570/year					
e-resources	INFLIBNET-N-List Rs. 5750/year					

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	350	250	16	05	07	15	57	-
Added	02	-	-	-	-	01	01	-
Total	352	250	16	05	07	16	58	-

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 , 25 MbPS OFC

4.6 Amount spent on maintenance in lakhs :

i) ICT	1.2
ii) Campus Infrastructure and facilities	1.9
iii) Equipments	1.1
iv) Others	-
Total :	4.2

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Skill development for staff and students
- Orientation program to students
- 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
1555	79		

(b) No. of students outside the state

-

(c) No. of international students

-

	No	%		No	%
Men	598	36.59	Women	1036	63.40

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
405	64	72	994	01	1536	446	78	76	1032	02	1634

Demand ratio 1:2.5 Dropout % 00

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

162

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 counseling and career guidance

- Counseling is done by senior staff members
- Placement cell conducts coaching classes
- Providing books in the library
- 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
06	245	131	27

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	17	17000
Financial support from government	672	2757037
Financial support from other sources	Nil	
Number of students who received International/ National recognitions	Nil	

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 organize 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

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

- Establishment of Teaching Learning Centre and orientation sessions.
- Teachers are encouraged 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
- Gandhian Study Centre undertakes basic and applied research on Gandhi and documents oral history of Freedom Movement.

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 outsiders

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 and Commerce departments have 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	<ul style="list-style-type: none"> • Quarters are provided to some teaching staff
Non teaching	Quarters are provided to some non-teaching staff
Students	<ul style="list-style-type: none"> • Mid-day meals programme to the deserving students • Various kinds of scholarships • Subsidized food • Student co-operative stores for stationary at reasonable rate

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?

-

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

- Minimizing the use of plastic in the campus
- Swachata Abhiyana
- Afforestation of campus
- Organising eco-friendly talks
- Installation of solar lights in the campus
- Vermicompost unit & Add-on Course on Vermicompost.
- Environmental Audit

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.

- CCTVs have been installed at various places.
- During working hours, students are not allowed to go out of the college campus unless in the case of emergency. They are advised to go to library/reading room / sports room during the leisure hours.

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.

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’
- New concrete benches and desks have been added in some classes.
- Rain water harvesting done.
- 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:

STRENGTHS:

- The College has got adequate land measuring 46 acres situated in a prime locality, with adequate infrastructures.
- The College has instituted several scholarships, freeships and free Midday Meals for socially and economically weaker sections. The Management has been providing scholarships liberally.
- The College has started various career development / skill development and job oriented Add-on courses.
- 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.

WEAKNESSES:

- 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:

- The college 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 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.
- 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 for students.
- Organising inter class competitions
- Encouraging more research projects for students and staff members
- Skill development programmes for staff and students

Name : Dr.M G Vijaya _____

Dr. M G Vijaya

Signature of the Chairperson