

MAHATMA GANDHI MEMORIAL COLLEGE

UDUPI – 576 102, KARNATAKA



INTERNAL QUALITY ASSURANCE CELL

(IQAC)

ANNUAL QUALITY ASSURANCE REPORT

(AQAR)

2013 – 2014

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

1. Details of the Institution

1.1 Name of the Institution

MAHATMA GANDHI MEMORIAL COLLEGE

1.2 Address Line 1

KUNJIBETTU

City/Town

UDUPI

State

KARNATAKA

Pin Code

576 104

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:

1.3 NAAC Track ID

1.4 Website address:

www.mgmudupi.ac.in

Web-link of the AQAR:

www.mgmudupi.ac.in/AOAR 2013-14

1.5 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				
4	4 th Cycle				

1.6 Date of Establishment of IQAC :

DD/MM/YYYY

05/12/200

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

2013 - 14

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 2010 – 11 submitted to NAAC on 05-07-2011 (DD/MM/YYYY)
- ii. AQAR 2011 – 12 submitted to NAAC on 28-07-2012 (DD/MM/YYYY)
- iii. AQAR 2012 – 13 submitted to NAAC on 31-07-2013 (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

01

2.3 No. of students

02

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

16

2.10 No. of IQAC meetings held

02

2.11 No. of meetings with various stakeholders:

No.

Faculty

01

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

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 conduct 4 national and 1 state level workshops in the academic year.	<ul style="list-style-type: none"> All regular curricular and co-curricular activities were done 4 national and 1 state level workshops were conducted successfully with the help of staff and students

2.15 Whether the AQAR was placed in statutory body

Yes No

Management

Syndicate

Any other body

Provide the details of the action taken

The different sections of AQAR 2013 – 14 was prepared by 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	11		5	
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				8
Others				
Total	12		6	

Interdisciplinary				
Innovative				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	12
Trimester	-
Annual	8

1.3 Feedback from stakeholders

Alumni Parents Employers Students

Mode of feedback : Online Manual

Co-operating schools (for PEI)

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

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	26	12	14		

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 Seminars/	2	12	15
Presented papers	2	-	-
Resource Persons	-	5	7

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

5	4	5
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2.10 Average percentage of attendance of students

89

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BA-HEP	15	20	40	33.6	6.6	100
BA-EHE	11	14.8	7.4	29.7	14.8	81.8
BA-JKCA	6	-	-	16.6	33.3	50
BSc-BZC	25	74	14	-	-	88
BSc-MPC	25	26	37.7	24	6	93.7
BSc-MSP	9	40.4	40.4	10.8	-	90.9
BSc-MPCs	24	70.6	16.5	4.5	-	91.6
BSc-MSCs	17	35.2	35.2	12.7	6.8	93.7
BCom-Gen	123	45	38.2	0.1	-	90.2
BCom-Voc	42	69	21	7.6	-	97.5
BCA	84	98.8	1.2	-	-	100
Dip Simulation	4	75	25	-	-	100
MSc-CS-II sem	38	15.5	52	29	-	96.5
CERTIFICATE COURSES						
Epigraphy	2	100	-	-	-	100
Comp Appl.	29	86.2	-	-	-	86.2
Fashion designing	12	41.6	-	-	-	41.6
Insurance	6	66.6	33.3	-	-	100
Simulation	40	65	25	0.1	1	100
Travel & Tourism	5	60	40	-	-	100
Vermitechnology	26	100	-	-	-	100

BA-HEP : History, Economics, Political science

BA-EHE : Economics, History, English

BA-JKCA : Journalism, Kannada, Computer Application

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

Principal along with the HOD monitors the process

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	06
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	02
Staff training conducted by other institutions	02
Summer / Winter schools, Workshops, etc.	-
Others	-

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	09	20	-	20
Technical Staff	-	-	-	-

Criterion – III

3. Research, Consultancy and Extension

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

Management is ready to give seed money to do research for management staff and in general Principal encourages all staff members to do research.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number		1		
Outlay in Rs. Lakhs		8		

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		11		3
Outlay in Rs. Lakhs		13		3

3.4 Details on research publications

	International	National	Others
Peer Review Journals	2		
Non-Peer Review Journals			
e-Journals			
Conference proceedings	1	2	

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	2	UGC	7.25 Lakhs	4 lakhs
Minor Projects	1	UGC	12.65 Lakhs	10.6 Lakhs
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects (other than compulsory by the University)				
Any other(Specify)				
Total			19.9 Lakhs	14.6 Lakhs

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		04	01		
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	<input type="text"/>
	Granted	<input type="text"/>
International	Applied	<input type="text"/>
	Granted	<input type="text"/>
Commercialised	Applied	<input type="text"/>
	Granted	<input type="text"/>

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
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

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 State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

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 College forum
NCC NSS Any other

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 various rallies
- Various programmes like 'Agriculture & Youth', Career opportunities in Indian Military force, Yoga training camps were organised for students and public
- 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	24	2	College management	26
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)	1.01			
Others				

4.2 Computerization of administration and library

Library : No. of machines – 6, Library is fully automated with search & issue of books using Easylib software.

Office : No. of machines -13, Office is automated with Robovidya software.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books and Reference Books	66816	36190225	683	149463	67499	36339688
e-Books	2001				2001	
Journals	47	41405			47	41405
e-Journals						
Digital Database						
CD & Video	613		10		623	
Others (specify)Gifts	12591		87		12678	
Magazines					19	11845
Dailies					12	31996
DELNET						11500/year
INFLIBNET						5000/year

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	293	214	13	6	3	11	46	-
Added	25	9	0	0	1	2	13	-
Total	318	223	13	6	4	13	59	-

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

4 Mbps Broad band line for research lab 10 Mbps bandwidth NME connection 20 nos for all departments
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4.6 Amount spent on maintenance in lakhs :

i) ICT	1.84
ii) Campus Infrastructure and facilities	1.28
iii) Equipments	1.01
iv) Others	-
Total :	4.13

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 to explain the services available for students

5.2 Efforts made by the institution for tracking the progression

Staff members will conduct remedial class & maintain cumulative records of students

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1226	67		

(b) No. of students outside the state

(c) No. of international students

01

Men	No	%	Women	No	%
	498	38.5		795	61.5

Last Year (2013 – 14)						This Year (2014 – 15)					
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

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 conducted by different companies who visit our campus placement drives

No. of students beneficiaries

425

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
- Career guidance cell will conduct 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
06	400	124	25

5.8 Details of gender sensitization programmes

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

Cultural: State/ University level National level International

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	23	34500
Financial support from government	139	734642
Financial support from other sources		
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

- Many staff members are BOS members in various faculties and autonomous colleges

6.3.2 Teaching and Learning

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

6.3.3 Examination and Evaluation

- Two tests and one exam are conducted in each semesters
- Faculty members participate in University examination work

6.3.4 Research and Development

- Faculty members are encouraged to take up research
- Management provides them 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
- ICT and Physical infra structure are provided

6.3.6 Human Resource Management

- Principal takes care of HRM

6.3.7 Faculty and Staff recruitment

- 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 for placements

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 staff
Non teaching	<ul style="list-style-type: none">• Quarters are provided to some 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

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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

- Quarters are provided to some staff

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

- * Removal of plastics
 - * Campus cleaning by students
 - * afforestation of campus
 - * organising eco-friendly talks

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.

- Formation of different committees for smooth conduct of 4 National and 1 state level seminars/workshops

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

- Almost all members of different committees were maintained the same for all 4 National and 1 State level seminars/workshops, so that the work became familiar and easy

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

- CUMULATIVE RECORD SYSTEM : CR with attendance and marks scored in the two tests per semester are entered. Parents are called personally to meet the Academic Advisor during Parent-Teachers Meeting, to sign the CR. Parents thus get to know about their children's academic progress, behaviour etc....
- PLACEMENT DRIVE ; Placement opportunities was organised. Well known companies like Wipro, Infosys, Robosoft, Accenture etc... recruited students. Students from other colleges were also invited to participate.

7.4 Contribution to environmental awareness / protection

- A national seminar on Plant bio-diversity created awareness among students and general public
- The college has a 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 plants through 'Plant a week programme'
- In some classes wooden furniture were replaced by cement desks & benches

7.5 Whether environmental audit was conducted? Yes No

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

- More emphasis is to be given on development and up gradation facilities with student centric approach. To improve the enrolment in the arts and Science stream, the college has been contemplating of giving scholarships and fee concession to arts and science students. The college has decided to conduct awareness programmes for job opportunities, avenues in the courses of humanities, social sciences and science streams.

8. **Plans of institution for next year**

- Regular curricular and co-curricular activities
- Organising national and State level seminars
- Organising inter class competitions
- Encouraging more research projects for students and staff members

Name M G VIJAYA

Name K KUSUMA KAMATH

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

