



**MODERN EDUCATION SOCIETY'S**  
**M.E.S. COLLEGE OF COMMERCE**

VIDYA NAGAR, SIRSI – 581402

WEBSITE : [www.mescc.org](http://www.mescc.org)

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**ANNUAL QUALITY ASSURANCE REPORT**

SUBMITTED TO  
**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**  
(NAAC)

BANGALORE – 560072

2015 -16

# The Annual Quality Assurance Report (AQAR) of the IQAC

FOR THE ACADEMIC YEAR 2015-16

## Part – A

### I. Details of the Institution

1.1 Name of the Institution

M.E.S COLLEGE OF COMMERCE, SIRSI

1.2 Address Line 1

VIDYA NAGAR

Address Line 2

COLLEGE ROAD

City/Town

SIRSI – UTTAR KANNADA

State

KARNATAKA

Pin Code

581402

Institution e-mail address

[mescsirsi@gmail.com](mailto:mescsirsi@gmail.com)

Contact Nos.

08384-233098, 236298

Name of the Head of the Institution:

Prof. R.N.Nayak

Tel. No. with STD Code:

08384-233098, 236298

Mobile

9242116124

Name of the IQAC Co-ordinator:

SHRI. SATISH BAADGAONKAR

Mobile:

9743389764

IQAC e-mail address:

[mescsirsi@gmail.com](mailto:mescsirsi@gmail.com)

1.3 NAAC Track ID (For ex. MHCogn 18879) EC/61/RAR/18

1.4 Website address:

[www.mescsirsi.org](http://www.mescsirsi.org)

Web-link of the AQAR:

[www.mescsirsi.org](http://www.mescsirsi.org) \AQAR2015-16.docx

For ex. <http://www.ladykeanecollege.edu.in/AQAR201213.doc>

#### 1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B+	--	03-05-2004	5 YEARS
2	2 <sup>nd</sup> Cycle	B	2.89	15-09-2012	5 YEARS
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

1.6 Date of Establishment of IQAC :

DD/MM/YYYY

04-07-2004

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

2015-16

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)

- AQAR 1-7-2012 TO 30-6-2013 (01/09/2015)
- AQAR 1-7-2013 TO 30-6-2014 (10/10/2015)
- AQAR 1-7-2014 TO 30-6-2015 (29/03/2016)
- AQAR 1-7-2015 TO 30-6-2016 (14/03/2017)

### 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)

KARNATAKA UNIVERSITY, DHARWAD

### 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 ( <i>Specify</i> )	--
UGC-COP Programmes	--		

## **2. IQAC Composition and Activities**

2.1 No. of Teachers	07
2.2 No. of Administrative/Technical staff	01
2.3 No. of students	01
2.4 No. of Management representatives	02
2.5 No. of Alumni	02
2. 6 No. of any other stakeholder and community representatives	--
2.7 No. of Employers/ Industrialists	--
2.8 No. of other External Experts	--
2.9 Total No. of members	13
2.10 No. of IQAC meetings held	04
2.11 No. of meetings with various stakeholders:	No. 01 Faculty 05
Non-Teaching Staff Students 2	Alumni 2 Others 1

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

If yes, mention the amount

Rs. 3,00,000

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

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2.14 Significant Activities and contributions made by IQAC

- Renovation of Canteen building.
- Creation of awareness on cleanliness in the village.
- Enhancement in the quality of teaching- learning process.
- Conductance of N.S.S camp in a village called 'Manjuguni' and construction of plain ground in the vicinity of the camp place.

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
Purchase of books with recent edition and author towards the up gradation of latest knowledge.	PURCHASED
Compulsory preparation of project report for M.Com students	ACHIEVED
To increase the intake of U.G admission	ACHIEVED
Review of academic performance in Sem. Exams and unit tests.	Meetings held and improvements suggested.
Establishment of Computer lab for P.G. course	ACHIEVED

*\* 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 ☐

Provide the details of the action taken

❖ Motivated the students to pursue their career in professional courses such as CMA, M.B.A M.Com. C.A. and C.S.
❖ Coaching classes for competitive exams were conducted.
❖ To equip the PG students to appear for NET, SLET, Competitive examinations, additional books have been purchased and provided to the PG students.
❖ Mentor system further strengthened and induction programme conducted for M.com (previous) students.
❖ Cultural activities have been given a boost by enabling the students to participate in cultural programmes. One student has participated in National University Level competition in the Light Vocal (Indian) event at Mysore.
❖ Seven students of our college have brought glory by being recognised as University blues in Ball Badminton, Table Tennis, Shuttle Badminton and Chess. Their achievement was duly recognized by the college.
❖ Our college Ball Badminton team has won Winners position in Inter- Zonal Level.
❖ In Table Tennis and yoga, our college team has won Runner-up position.

## 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	ONE	--	--	--
UG	ONE	--	--	--
PG Diploma	--	--	--	--
Advanced Diploma	--	--	--	--
Diploma	--	--	--	--
Certificate	--	--	--	--
Others	--	--	--	--
<b>Total</b>	<b>TWO</b>	--	--	--

  

Interdisciplinary	--	--	--	--
Innovative	--	--	--	--

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

##### (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	SIX
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.

YES, University upgrades the syllabus once in every 3 years to enhance the students' knowledge on current trends, monetary and economic policies, budgetary implications, tax implications etc

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

NO



## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
07	01	06	--	--

2.2 No. of permanent faculty with Ph.D.

03
----

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
--	5	--	--	--	--	--	--	--	--

2.4 No. of Guest and Visiting faculty and Temporary faculty

19	--	--
----	----	----

2.5 Faculty participation in conferences and symposia:

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

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

<ul style="list-style-type: none"> <li>➤ Use of ICT.</li> <li>➤ Arranging Group discussion.</li> <li>➤ Use of PowerPoint presentations in teaching.</li> <li>➤ Assigning seminars to the students.</li> <li>➤ Visit to industrial Estates and Banks.</li> <li>➤ Installation of smart boards.</li> <li>➤ Providing additional books to advanced learners.</li> </ul>
----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

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

202
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2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

Conducting Re-test
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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

75%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.Com	278	68.34	23.02	3.24	0.4	94.66

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

- ❖ IQAC conducts meetings and prepares Annual action plan and makes it known to teachers.
- ❖ The chairman of IQAC monitors the implementation of action plan through periodic, academic and staff meeting and ensures the evaluation of teaching - learning process.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	--
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.	--
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	7	7	2	1
Technical Staff	--	--	--	--

## Criterion – III

### 3. Research, Consultancy and Extension

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

- ❖ To increase the performance of the research cell to promote research activities in the Institution.

#### 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	--	--	--
Non-Peer Review Journals	--	--	--
e-Journals	--	--	--
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 (other than compulsory by the University)	--	--	--	--
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	--	--	--	--	--
Sponsoring agencies	--	--	--	--	--

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 100

State level --

National level --

International level --

3.22 No. of students participated in NCC events:

University level 90

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 01

NCC 01

NSS 02

Any other 01

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

- ❖ Special camp by NSS unit in rural area.
- ❖ Health awareness programme.
- ❖ Blood Grouping and Donation.
- ❖ Industrial Visit.
- ❖ Bank Visit.
- ❖ Plantation of saplings in the college campus.
- ❖ Campus cleaning programmes by faculty and the students.
- ❖ Celebration of Library day and Book exhibition programmes.

## 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	7 Acres	--	Funding by Management	7 Acres
Class rooms	11	--	Funding by Management	11
Laboratories	02	--	Funding by Management	02
Seminar Halls	01	--	Funding by Management & Contribution by Alumni	01
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

Office is fully computerized with the installation of 06 computers, 6 printers, 4 scanners and 1 photo copier.  
Library is equipped with 8 computers, 2 Printers, 1 Scanner, 1 photo copier and 3 Bar code readers.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	20363	--	1238	Rs.1,57,899	21,601	--
Reference Books	2444	--	75	Rs.15,528	2519	--
e-Books	--	--	--	--	--	--
Journals	18	--	--	--	--	Rs.52,255
e-Journals	--	--	--	--	--	--
Digital Database	--	--	--	--	--	--
CD & Video	168	--	5	Free	173	--
Others (specify)	ICT facilities provided to staff and students.					
Total	--	Rs.27,76,019	--	Rs.1,73,427	--	Rs.29,49,446

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	67 PC's + 4 laptops	02 labs	128kbps	01	01	01	01	30KV Generator
Added	--	--	--	--	--	--	--	--
Total	71	02	128kbps	01	01	01	01	30KV Generator

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

<p>Yes,</p> <p>❖ Total 67 computers are connected with LAN and Internet.</p>
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#### 4.6 Amount spent on maintenance in lakhs :

i) ICT	Rs.8, 00,000
ii) Campus Infrastructure and facilities	Rs.2, 00,000
iii) Equipments	Rs.50,000
iv) Others	Rs.4,50,000
<b>Total :</b>	Rs.15,00,000



## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC has introduced the concept of 'Induction program' for first year students at the entry level. During induction program, the experts and the senior faculty will enlist the various scholarship facilities from Central, State Govt. and Non-Governmental organizations. They will be informed about the HELPDESK facility in the staffroom.

During induction, the students will be briefed about the Discipline in the campus, minimum 75% attendance, conductance of internal tests, Re-test for those who could not attend the test because of their ill health or any other genuine reason. The students would be made aware of the grievance redressal cell and also about the Mentor System.

Book bank facility to the students by means of giving one set of books, Blood grouping, NSS, NCC, Redcross, student counselling, canteen facility, career guidance, creating health awareness, Ideal student award etc during the course of their admission and continuance.

#### 5.2 Efforts made by the institution for tracking the progression

- ❖ The students' progression is in positive direction as is witnessed in University ranks bagged by our college, University blues, Winners of various Trophies, University Level best Debaters etc.
- ❖ The details of the students who are walking out of the portals of the college will be collected and the better job opportunities would be intimated to the aspirants.
- ❖ Personal contact would be established with the Alumni and information would be collected as to where do they stand.
- ❖ By arranging Alumni Meet
- ❖ The progression to higher study is also ascertained by tracking the records of Transfer certificates issued.

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
985	96	--	--

#### (b) No. of students outside the state

--
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#### (c) No. of international students

--
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	No	%		No	%
Men	461	42.7	Women	620	57.3

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
731	39	04	260	02	1036	760	44	06	269	02	1081

Demand ratio 1:1.5 Dropout % : --

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

❖ Certificate course in Quantitative Aptitude, Reasoning and General English.

No. of students beneficiaries

110

#### 5.5 No. of students qualified in these examinations

NET	--	SET/SLET	01	GATE	--	CAT	--
IAS/IPS etc	--	State PSC	--	UPSC	--	Others	85

#### 5.6 Details of student counselling and career guidance

- Examination center for PG courses of AzimPrem ji University and TataDhan Academy, Madhurai
- Regular counselling for various competitive examinations and Professional courses like CA, CS, CMA, Civil services exams, IBPS, RRB etc

No. of students benefitted

200

#### 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
--	--	--	45

#### 5.8 Details of gender sensitization programmes

Lecture Programme on “Women Empowerment” in association with Ishwariya Vishwa Vidyalaya, sirsi Branch.

#### 5.9 Students Activities

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

State/ University level	41	National level	--	International level	--
-------------------------	----	----------------	----	---------------------	----

No. of students participated in cultural events

State/ University level	27	National level	01	International level	--
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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	--	--
Financial support from government	60	Rs.5,28,042
Financial support from other sources	06	Rs.60,000
Number of students who received International/ National recognitions	105 [MHRD]	Rs.13,59,688

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: \_\_\_\_\_

Purified drinking water facility arranged on all the three floors.

Additional space provided in the canteen.

Purified drinking water provided in ladies hostel with installation of water purifiers.

## Criterion – VI

### **6. Governance, Leadership and Management**

#### 6.1 State the Vision and Mission of the institution

- ❖ Our Vision: “Shaping the students with the educational inputs to meet the challenges of change in socio-economic environment.”
- ❖ Our mission: “Continuous upgradation of knowledge, skills and Human values of our teachers and students.”

#### 6.2 Does the Institution has a management Information System

Yes, all the information related to Admission, Examination, Remittance of Fee to University, Scholarship, Salary etc are computerized.

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

##### 6.3.1 Curriculum Development

The University prescribes the curriculum for Degree classes and updates the syllabus every Three years. As such the college has no role to play in curriculum design.

##### 6.3.2 Teaching and Learning

Students:  
Conductance of Orientation programmes, Workshops, Guest Lectures by Resource persons, Subject experts etc.

Staff:  
Participation in Conferences, Seminars, Workshops etc

##### 6.3.3 Examination and Evaluation

- ❖ Assignment, Two Internal tests conducted.
- ❖ Valuation work at University.
- ❖ Motivating the students participating in Cultural and sports with ex gratia marks.
- ❖ Conductance of Remedial classes for slow learners.
- ❖ Conductance of Re-test for the students who remain absent on account of certain genuine health reasons, participation at university level competitions etc

##### 6.3.4 Research and Development

Library facility to the faculties involved in Research activity and also with separate Research cell with internet facility.

#### 6.3.5 Library, ICT and physical infrastructure / instrumentation

- ❖ UGC Books for students
- ❖ INFLIBNET facility.
- ❖ LAN facility
- ❖ CC TV
- ❖ Well equipped modern Gym
- ❖ Separate Computers, Laser printers, scanners for students and staff.
- ❖ Bar coding of library books
- ❖ Sports facilities.
- ❖ Water purifiers.
- ❖ Smart boards.

#### 6.3.6 Human Resource Management

- ❖ Fixation of responsibility through the constitution of various committees.
- ❖ Computerization of all major activities.
- ❖ Participatory Decision making.
- ❖ Maternity Leave for ladies staff.
- ❖ Annual increment, PF, Casual Leave, Earned Leave etc

#### 6.3.7 Faculty and Staff recruitment

In concurrence with the approval of the Higher Education Department of the Govt. of Karnataka, the teaching and non-teaching staff are recruited by the Management. The appointment would be as per the roster system.

Filling up of vacancy in the college by the Management and the Principal by conducting interview and presentation of Demo classes.

#### 6.3.8 Industry Interaction / Collaboration

- ❖ The institution is accredited by ICAI for conducting CA-CPT and PE coaching classes.
- ❖ The Institution is associated with Deshpande foundation's 'Centre for Socio Entrepreneurship', Hubli to promote Social Entrepreneurship among students.
- ❖ The Institution is associated with TATA DHAN Academy for conducting D-MAT entrance examinations for admission to PGDDM course.
- ❖ The institution is also having affiliation with Azim Premji University, Bangalore
- ❖ The Institution is also associated with Forum of Free Enterprise, Mumbai for developing interest among students about recent economic development by organising A.D. Shroff Memorial Elocution Competition.
- ❖ Our Institution is a centre for conducting competitive examinations by Karnataka Public Service Commission [KPSC], for FDA, SDA and TET exams of Govt. of Karnataka.

### 6.3.9 Admission of Students

The Institution has an open admission policy as per the roster system of the Govt. of Karnataka.

### 6.4 Welfare schemes for

Teaching	❖ From Jan 1,2014 onwards the new facilities for guest faculty who complete Two years of service are provided												
	<table><tr><td></td><td>VACATION STAFF</td><td>NON VACATION STAFF</td></tr><tr><td>Casual Leave</td><td>15 days/anum.</td><td>15 days/anum.</td></tr><tr><td>Earned Leave</td><td>15 days/anum.</td><td>30 days/anum.</td></tr><tr><td>Commutated Leave</td><td>--</td><td>20 days/anum.</td></tr></table>		VACATION STAFF	NON VACATION STAFF	Casual Leave	15 days/anum.	15 days/anum.	Earned Leave	15 days/anum.	30 days/anum.	Commutated Leave	--	20 days/anum.
		VACATION STAFF	NON VACATION STAFF										
	Casual Leave	15 days/anum.	15 days/anum.										
	Earned Leave	15 days/anum.	30 days/anum.										
	Commutated Leave	--	20 days/anum.										
	<ul style="list-style-type: none"><li>• Conducive ambience for working.</li><li>• Canteen facility in the campus with separate room for ladies and staff.</li><li>• P.F. facility for Guest Lecturers.</li><li>• Felicitation to staff on being conferred with Doctorate.</li><li>• Reimbursement of expenses for participation in seminars, conferences and workshops.</li><li>• Maternity Leave.</li><li>• Auditorium facility with approximately seating capacity of 700 students.</li><li>• Vehicle parking Facility.</li><li>• Annual weightage in monetary terms to guest faculty.</li><li>• Employee Co-Op. Society to meet the financial needs of the staff.</li><li>• Hostel facilities to ladies' staff.</li><li>• Provision of Telephone, Computer, Internet, Xerox and office stationary to the staff.</li><li>• Sports and games facilities, news papers and magazines to ladies hostel in-mates.</li><li>• Group Insurance.</li><li>• First aid box.</li></ul>												
Non teaching	All the aforesaid facilities are also available.												
Students	<ul style="list-style-type: none"><li>• First-Aid box facility.</li><li>• Group Insurance.</li><li>• Financial support through several scholarships.</li><li>• Facilitating the students in submission and sanction of MHRD scholarship.</li><li>• Xerox facility at concessional rate.</li><li>• Bus pass facility at concessional rates.</li><li>• Placement cell.</li><li>• Ladies Hostel has well equipped and clean kitchen.</li><li>• Lady students have separate common room with toilets.</li><li>• The student suggestion box is provided.</li><li>• Sanitary napkin vending machine.</li></ul>												

### 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	Management	Yes	Govt.
Administrative	Yes	Govt.	Yes	Internal Auditor

6.8 Does the University/ Autonomous College declare 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?

- Preparation of Calendar of events before the commencement of each semester.
- Admission to degree classes through online submission.
- Online submission of examination application form.
- Online submission of IA marks
- Declaration of results through internet ([www.kud.ac.in](http://www.kud.ac.in))
- DA and TA for teachers for examination and valuation work.
- Payment of examination valuation remuneration through RTGS.

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

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6.11 Activities and support from the Alumni Association

- Financial assistance provided to the poor students in payment of their fees.
- Uniform is provided to the needy students.
- Endowment cash prize instituted.

6.12 Activities and support from the Parent – Teacher Association

- Teachers also provide financial help to poor students in payment of their college fees.
- Conducting awareness programmes to avoid chewing of tobacco and abuse of alcoholic drinks and drug abuse.
- Campus cleaning and beautification.
- Endowment cash prize instituted by Parents to the needy poor students.

#### 6.13 Development programmes for support staff

- Computerization of office work with LAN facility.
- Increase in the number of office staff for smooth and effective functioning of the Institution.
- Orientation programme for the office staff to inculcate the best practice in office administration.

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

- Vanamahotsav.
- Shramdhan by NSS volunteers, students and teachers.
- Installation of Energy efficient LED bulbs.
- Awareness about the use of paper bags in place of polythene bags.
- Messages displayed at prominent places - switch off fans, light and computers.
- Dustbins kept at classrooms, staff rooms, office and at other prominent places.
- Display of messages at prominent places warning against the use of cigarettes, chewing of tobacco, ragging, prohibition of mobiles in the campus etc
- Plastic free 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.

- ❖ Yoga classes for female students
- ❖ IBPS, Practical accounting, Personality Development Programme, Mentor System.
- ❖ Conducted written test for FDA, SDA, TET, KDCC Bank and KPSC exams.

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

- ❖ Shortage of attendance brought to the notice of parents.
- ❖ Book exhibition arranged on the eve of celebration of ‘ father of the library science’ day.
- ❖ Redressal of the problems of the lady students’ by “Mahila Santwana Vedike”.
- ❖ Participated in “Akka Samavesha”, a program organised by Avva Foundation, Hubli for empowering women leaders.

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

- ❖ Re test for students.
- ❖ Road safety- 27<sup>th</sup> National week.
- ❖ S.R.Ranganathan , the founder of the Librarians day celebrated.
- ❖ TET exam conducted on 28-9-2015.
- ❖ Legal literacy programme on 5<sup>th</sup> Oct 2015.
- ❖ Blood donation camp on 14<sup>th</sup> Oct 2015.
- ❖ Azim Premji University’s orientation program.
- ❖ Inauguration of 27<sup>th</sup> national safety week – By Dr. M.Keshav Dharani
- ❖ Late P.S.Kamath Memorial debate competition on 19-1-2016.
- ❖ Tata Dhaan Academy’s orientation programme on 17-2-2016
- ❖ Orientation program on Chartered Accountancy course on 7-4-2016 by Shri. CA Prakash Hegde, Director Deloitte Audit firm, Bangalore and Shri. CA Madhukar Hiregange, Central council Member. ICAI, New Delhi
- ❖ Installation of Drinking water purifier.
- ❖ Installation of exhaust fans in Gents Toilet.
- ❖ Installation of vending machine in ladies common room for sanitary napkins.

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

7.4 Contribution to environmental awareness / protection

- ❖ Plantation of medicinal plants.
- ❖ Swachh Bharath Abhiyan on Republic day, Independence day and Gandhi Jayanti.

7.5 Whether environmental audit was conducted? Yes ☐ No ☒

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

- ❖ S – Various scholarships provided to advanced learners and poor needy students.
- ❖ W – Insufficient space in the library.
- ❖ O – Conductance of more number of campus interviews.
- ❖ T – Absence of regularisation of services of the guest faculty by the Government.

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

- ❖ Learners profile.
- ❖ Installation of exhaust fans in ladies toilet.
- ❖ Installation of CC cameras in all the class rooms and corridor.
- ❖ Digging of open wells in the college campus and also in the ladies hostel to cater to the needs of increasing number of students.
- ❖ Purchase of additional standing tables in the canteen.
- ❖ Risk free LPG gas connectivity to the steam boilers in the canteen.
- ❖ Providing wi-fi facility in the office.
- ❖ Health check-up camp in association with IMA

**Shri. Satish S. Baadgaonkar**

**Coordinator, IQAC**

**Prof. R.N. Nayak**

**Signature of the Chairperson, IQAC**

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M.E.S COLLEGE OF COMMERCE

VIDYA NAGAR, COLLEGE ROAD

SIRSI – UTTAR KANNADA

KARNATAKA

Subject: Acknowledgement of AQAR

We are acknowledging the receipt of Online Submission of Annual Quality Assurance Report (AQAR) for the year : 2015-16.

For any queries related to AQAR, you may kindly contact [capuaqar@gmail.com](mailto:capuaqar@gmail.com) or 080-23005165 (Aqar direct help line).

Wishing you success in your quality enhancement process.

THANKS WITH REGARDS

xxx

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Revised Guidelines of IQAC and submission of AQAR

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