

ACADEMIC AND ADMINISTRATIVE AUDIT [AAA] REPROT 2018-19

NAME OF THE COLLEGE	D. M. S. MANDAL'S, BHURAO KAKATKAR COLLEGE, BELGAUM. JYOTI COLLEGE COMPOUND, CLUB ROAD, CAMP, BELGAUM.	
NAAC GRADE	'A' GRADE WITH CGPA 3.21 IN THE YEAR NOV, 2016.	
DATE OF EXTERNAL AUDIT	FRIDAY 21ST OF JUNE 2019	
KEY INDICATION/ MATRICES	OBSERVATIONS	SUGGESTIONS/ REMARKS

I. CURRICULAR ASPECTS

1. COURSES OFFERED	BA, B.COM, B SC, M.Sc & M. COM	Good number of courses
2. CALENDER OF EVENTS, TEACHING PLAN.	BY THE INSTITUTION. BY THE DEPARTMENT	Follow the calendar of events as per the University.
3. CERTIFICATE COURSES / ADD ON COURSES.	5	Add few more certificate courses in future
4. BOS, BOE AND AC MEMBERS	2	Increase BOS, BOE & AC members from University/Academic Council
6. NUMBER OF STUDENTS IN THE FIELD PROJECTS	20	Number of students should be enhanced.
7. FEEDBACK PROCESS	The feedback on teachers is collected and analysed	This feedback on curricula by the stake holders.

II. TEACHING, LEARNING & EVALUATION

1. NUMBER OF STUDENTS ENROLLED	UG- 1486 & FOR PG- 123 TOTAL - 1609	Fairly Good student strength
2. NUMBER OF FULL TIME TEACHERS	59	Few more teachers be appointed
3. STUDENTS-FULL TIME TEACHERS RATIO	27:01:00	Maintain the Record Teacher students, Mentor mentee
4. STUDENTS CENTRE ACTIVITIES	15	Good
5. IN HOUSE SEMINARS	2	Inhouse Seminars must be much more.
6. REMEDIAL COACHING	FOR SLOW LEARNERS FOR ALL DEGREE STUDENTS.	Keep the record of Remedial Coaching.
7. STUDENTS FEEDBACK .	Feedback is collected and analysed	Students Satisfaction Survey of NAAC should be followed
8. NUMBER OF TEACHERS WITH Ph.D	11	Add few more faculty with Ph.D.

9. EXAMINATION REFORMS	AS PER RCU,BELAGAVI, UNIVERSITY,GUIDELINES.	Calendar of examination and all documentation must be maintained
10. RESULT ANALYSIS	BA- 53% B.COM-82% B.Sc-42% PG-100%	B.Sc & B.A results are to be increased in future

III. RESEARCH, INNOVATION & EXTENSION

1. NUMBER OF RESEARCH PROJECTS.	60	College should have a active research cell
3. NUMBER OF RESEARCH PAPERS / BOOKS ETC.	12	Year wise to be increased
4. NUMBER OF EXTENSION ACTIVITIES.	11	Yearwise to be increased
5. FACULTY EXCHANGE / STUDENT EXCHANGE PRG /	2	Year wise to be increased

IV. INFRASTRUCTURE & LEARNING RESOURCES

1. NUMBER OF CLASS ROOMS /LABS./ICT ENABLED ROOMS CLASS ROOMS.	17 classrooms, 4 labs,10 ICT enabled	To be improve the Smart Rooms
2. NUMBER OF COMPUTERS.	74	All the computers are in working & updated version.
3. SPORTS FACILITIES.	Indoor and outdoor games grounds are available,400 metres track,Gymnasium	Good sports Infrastructure
5.NUMBER OF BOOKS / JOURNALS.	42534 books, 31 Journals	Good number of books & journals
6. IT FACILITY INCLUDING Wi-Fi.	Available in Campus	Update Wi-Fi and band width should be increased.

V. STUDENT SUPPORT & PROGRESS

1. NUMBER OF SCHOLARSHIPS / FREESHIPS.	13	More number of Scholarships should be provided.
2. NUMBER OF PLACEMENT & STUDENTS PROGRESSION.	Shortlisted candidates = 93 (2018-19)	To be increase
3. NUMBER OF AWARDS / MEDALS ETC.	3	Try to get More awards at state / national level.
4. ALUMINI ASSOCIATION MEETINGS.	4	Alumni Association to be registered and strengthened

VI. STUDENT SUPPORT & PROGRESS GOVERNANCE LEADERSHIP & MANAGEMENT

1. INSTITUTION PRACTICES DECENTRALIZATION.	The college has allocated the work among various staff members	Follow the decentralization chart
2. VARIOUS MEETINGS CONDUCTED BY THE MANAGEMENT.	The management conducts the meetings with staff when the matter is relating to the staff of the college	Record of various meetings must be maintained
3. WELFARE MEASURES FOR TEACHING & NON-TEACHING STAFFS.	Family Welfare Fund	Staff cooperative Society, Dress code for support staff etc.

4. INTERNAL & EXTERNAL FINANCIAL AUDIT.	Every year the external financial audit is done by chartered accountant	Internal audit by college External audit by J.D.
5. IQAC ACTIVITIES.	5 meetings are conducted	Record of all meetings with resolutions should be maintained
VII. INSTITUTIONAL VALUES & BEST PRACTICES		
1. WASTE MANAGEMENT / GREEN PRACTICES.	Large number of trees in the campus, Plastic is banned in campus, garbage is properly disposed off.	Good practice of waste management
2. BEST PRACTICES	Budget week and Vivek vahini	Try to improve the best practices activities
3. INSTITUTIONAL DISTINCTIVENESS	Working for down-trodden and women through education	Identify institutional distinctiveness every year
STRENGTH	Completed 50 successful years, Campus with eco friendly environment, Increasing grade by NAAC,	Enhance the strength of the institution
WEAKNESSES	Working for more number of smart classrooms, Dependence on guest faculty, Declining strength of Arts faculty, Still in the process of modern technology	Reduce the weaknesses of the institution
RECOMMENDATIONS		Enclosed the separate page.

PLACE : BELGAUM.

DATE :- 21.6.2019

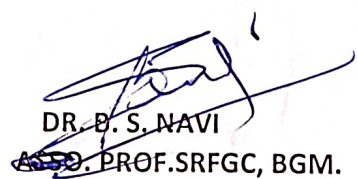
SIGNATURE OF EXTERNALS :-



DR. M. B. KOTHALE,
PRINCIPAL, GIB, NIPPANI.



DR. D. K. KAMBLE
ASST. ADVISER, NAAC. B'LORE.



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ASST. PROF. SRFGC, BGM.

OBSERVATIONS AND RECOMMENDATIONS

Internal Quality Assurance Cell (IQAC)

Observations:

1. IQAC is functioning fairly well and doing its best to go ahead with the preparation of the first and second cycle of NAAC assessment and accreditation.
2. The office is working efficiently with minimum number of supporting staff.
3. The composition of IQAC is as per the NAAC guidelines.

Recommendations:

1. The Cell has to take initiatives to enhance quality of teaching and learning.
2. Participation in national level rating done by reputed and recognised agencies.
3. Faculty members are to be trained on documentation of various academic activities.
4. Feedback on teaching needs to be communicated to the faculty members.

ICT

Observations:

1. The ICT is looking after the computer lab, maintenance, and the website.
2. They are maintaining computers in the administrative sections and departments.

Recommendations:

1. The ICT can take initiatives to strengthen e-governance of the Institution
2. It may consider measures to strengthen ICT based teaching-learning.

NSS

Observations:

1. It coordinates the activities of NSS Units of the college.
2. It organizes extension activities like water conservation, Swatch Bharat Abhiyana and so on.

Recommendations:

1. It can initiate collaboration with NGOs for organizing service-oriented programs.
2. It can plan innovative programs taking into consideration local needs.

Anti-sexual Harassment Cell

Observations:

1. It is said that so far no cases of sexual harassment is reported.
2. The functioning of the Cell is satisfactory.

Recommendations:

1. Advisory committee of the Cell needs to be constituted as per the UGC norms.
2. Awareness programs can be organized periodically according to the guideline of UGC and Supreme Court judgments.

Anti-ragging Cell

Observations

1. Awareness programs are rigorously advertised through the displaying of posters to prevent ragging.
2. No ragging case has been reported so far.

Recommendation:

1. Situation has to be studied periodically to prevent ragging in the campus.

Red Cross Unit

Observation:

1. Students are enrolled and ID cards are issued.

Recommendation:

1. The spirit of Red Cross has to be inculcated in every member so that there are more comprehensive activities

Sports Section

Observations:

1. Infrastructural facilities are limited
2. . It selects students for inter-College /university competitions

Recommendations:

1. Infrastructural facilities need to be created.

Cultural Forum

Observations:

1. Programme wise cultural activities are organized.
2. It selects students for inter-College /university competitions.

Recommendation:

1. More cultural activities may be arranged.

SC/ST/OBC Cell

Observations:

1. The activities of the Cell are commendable.
2. It takes care of the interests of the concerned.
3. The Cell looks after the scholarship of SC/ST/OBC students.

Recommendations:

1. The student performance and drop out need to be reviewed from time to time in order to enhance their academic strength.
2. Awareness programs on availability of facilities and employment opportunities may be organized.

Placement Cell

Observations:

1. The Placement Cell is doing commendable job.
2. It is significant to note that placement activities have been extended to unconventional departments such as English Kannada and Sociology including science departments. This can be emulated by other Colleges and universities also.

Recommendations:

1. Secretarial and infrastructural support needs to be extended to the Cell.
2. Programs to improve the communication skills and personality may be arranged.

Hostels

Observation:

1. Most of the Boys and Girls students are accommodated in the hostels despite so many difficulties.

Recommendations:

1. Hostel betterment committee may be constituted to monitor the facilities.
2. Cleanliness needs to be further strengthened.
3. Drinking water facility is to be streamlined.

General Recommendations:

- All the infrastructure related problems like drinking water facility in hostels as well as departments, provision of toilet facilities for students, provision of rooms for researchers, regular staff for maintaining computer, provision of e-journals, required and need to be taken up on priority basis.
- The demand for relevant courses based on the needs of local business and industries particularly in the area of steel industries and tourism industry is necessary and needs to be considered with the view point of introducing diploma and certificate courses.

- It is better to ensure minimum permanent faculty in every course as it ensures greater accountability and gives necessary competence to students to face employment market.
- Communication skills are a must for everyone. A short term course on communication skills and personality development may be introduced for the students of all the UG departments. Seminar to P.G. students on a chosen topic may be a part of internal assessment.
- A Career Guidance Centre should be established on the campus with adequate literature relating to career on the lines of those set up in leading Colleges and Universities which is providing a good service to students. Action plans should be initiated towards career counselling needs of the students and should provide orientation on career guidance and counselling skills.
- Library should be strengthened on top priority and SPSS software needs to be provided with training on its use.
- Collaboration of a number of PG departments with NGOs and Industries is to be strengthened.
- Recruitment of both teaching and non-teaching including technical staff and lab assistants against vacant posts is to be made at the earliest.
- ICT facilities are to be further strengthened.
- Faculty members are to be encouraged to participate in refresher and orientation courses, national conferences and seminars.
- Faculty members are to be encouraged to publish articles and books.
- Language Lab is to be made functional.
- Alumni Associations are to be established at the college and strengthened.
- Add-on courses are to be introduced to increase students' knowledge and employability.
- Sports facilities may be strengthened.
- Adequate number of separate wash room facility needs to be made for ladies.

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