



**The Institute of Education Trust®**

## **BASUDEV SOMANI COLLEGE**

Affiliated to University of Mysore, Recognized by Govt. of Karnataka

Accredited by NAAC - 'B+' Grade 2006

Vishwamanava Double Road, Kuvempunagar, Mysore – 570 023

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### **Annual Quality Assurance Report IQAC : 2014-15**

**Submitted**

**to**

**The National Assessment and Accreditation Council**

**Bangalore – 560 072**

# The Annual Quality Assurance Report (AQAR) of the IQAC: 2014-15

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, 2013 to June 30, 2014*)

## Part – A

### 1. Details of the Institution

1.1 Name of the Institution	BasudevSomani College
1.2 Address Line 1	# P12, Vishwamanava Double Road
Address Line 2	Kuvempunagar
City/Town	Mysore
State	Karnataka
Pin Code	570 023
Institution e-mail address	basudev_somani@rediffmail.com
Contact Nos.	0821 2541933
Name of the Head of the Institution:	Prof. S.R. Ramesh
Tel. No. with STD Code:	0821 2541933
Mobile:	9845816899
Name of the IQAC Co-ordinator:	Prof. M.N. Manoharan
Mobile:	9343244422
IQAC e-mail address:	basudev_somani@rediffmail.com
1.3 NAAC Track ID (For ex. MHCOCN 18879)	KACOCN12722
1.4 NAAC Executive Committee No. & Date: (For Example EC/32/A&A/143 dated 3-5-2004. This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)	EC/39/23 & 21/05/2006

1.5 Website address:

www.basudevsonanicollege.com

Web-link of the AQAR:

basudevsonanicollege.com/uploads/AQAR2014-15.pdf

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

### 1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B+	75.15	2006	5 Years
2	2 <sup>nd</sup> Cycle	B	2.73	2015	5 Years
3	3 <sup>rd</sup> Cycle	-	-	-	-
4	4 <sup>th</sup> Cycle	-	-	-	-

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

26/06/2006

1.8 AQAR for the year (*for example 2010-11*)

2014-15

1.9 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 2012-13 Submitted to NAAC ON 21/08/2018 (DD/MM/YYYY)
- ii. AQAR 2013-14 Submitted to NAAC ON 21/08/2018 (DD/MM/YYYY)
- iii. AQAR 2014-15 Submitted to NAAC ON 21/08/2018 (DD/MM/YYYY)

### 1.10 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

1.11 Type of Faculty/Programme

Arts       Science       Commerce       Law       PEI (PhysEdu)

TEI (Edu)       Engineering       Health Science       Management

Others (Specify)

- Post Graduation Course in Commerce – M.Com.
- Certificate Course on Human Rights

1.12 Name of the Affiliating University (*for the Colleges*)      University of Mysore

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

Autonomy by State/Central Govt. / University	<input type="text" value="-"/>		
University with Potential for Excellence	<input type="text" value="-"/>	-CPE	<input type="text" value="-"/>
DST Star Scheme	<input type="text" value="-"/>	UGC-CE	<input type="text" value="-"/>
UGC-Special Assistance Programme	<input type="text" value="-"/>		<input type="text" value="-"/>
UGC-Innovative PG programmes	<input type="text" value="-"/>	Any other ( <i>Specify</i> )	<input type="text" value="-"/>
UGC-COP Programmes	<input type="text" value="-"/>		

## 2. IQAC Composition and Activities

2.1 No. of Teachers	03
2.2 No. of Administrative/Technical staff	01
2.3 No. of students	-
2.4 No. of Management representatives	01
2.5 No. of Alumni	-
2.6 No. of any other stakeholder and community representatives	-
2.7 No. of Employers/ Industrialists	-
2.8 No. of other External Experts	01
2.9 Total No. of members	06
2.10 No. of IQAC meetings held	02

2.11 No. of meetings with various stakeholders: No.Faculty  IQAC

Non-Teaching Staff  Students   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

**“Extension Course on Communication Skills” - 25-29 August 2014**

**One day Workshop on “Evaluating and Designing English Language Teaching Materials For U G Courses 2015-16” – 09.10.2014**

**One Day State Level Workshop on “Empowerment and Social Equity” – 30.03.2015**

## 2.14 Significant Activities and contributions made by IQAC

- Special lecture programmes are organised by the departments
- State level workshops are organised
- Feed backs are taken from the students about the performance of teachers and facility available in the college.
- Review meetings are conducted.
- Welcome and orientation for freshers are conducted in an innovative manner.
- Improvement in the existing continuous assessment programme
- Improvement in library activities.
- Monitoring the activities of SPICES – Somani platform for Innovative & Creative Educational Skills.

## 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 \*

<b>Plan of action</b>	<b>Achievements</b>
Special lecture programme for students	Organised special lecture programme on English Communication Skills, Women Harassment Reasons and Solutions – 16.10.2014
Seminar / workshops	Organised one day state level workshop on “Empowerment and social Equity” – 30.03.2015 Organised college level workshop on “Evaluating and Designing English language Teaching materials for UG course.
Green day programme	Organised green day programme under the aegis of alumni – 09.08.2014
Industry / academy interaction	Organised industrial visit & interaction with industry experts.
Continuous Assessment of students and evaluation	Continuous Assessment of students and evaluation is done.
Organise more parent teachers meeting	Parent / teachers meeting were held periodically.
Monitoring activities of SPICES	Students are made to participate in various activities of SPICES.

\* Attach the Academic Calendar of the year as Annexure.

2.16 Whether the AQAR was placed in statutory body Yes  No

Management  Syndicate  Other body

Provide the details of the action taken

Academic committee has suggested organising more national level seminars / workshops, more number of Industry Interaction programme and offering more number of PG courses, add-on programmes, certificate courses and induct more members of the stake holders from alumni, present students and parents in to the IQAC.

## 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
Ph.D.	-	-	-	-
PG	01	-	01	-
UG	03	-	01	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	01	-	-	01
Others	-	-	-	-
<b>Total</b>	05	-	02	01
Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

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

- As per the university curriculum elective options are available for B.Com and BBM students.
- CBCS is followed in M.Com which gives the flexibility to the students to choose optional elective paper of his interest usually belonging to some other discipline.

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

Pattern	Number of programmes
Semester	04
Trimester	-
Annual	-

1.3 Feedback from stakeholders\* Alumni  Parents  Employers

*(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 syllabus, if yes, mention their salient aspects.

The revised B.Com (2013-14) syllabus has come into effect from this academic year 2014-15.

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

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## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	08	01	07	-	-

2.2 No. of permanent faculty with Ph.D. 

01
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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
	-	03	-	-	-	-	-	-	-	<b>03</b>

2.4 No. of Guest and Visiting faculty and Temporary faculty 

02
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0
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14
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	02	24	24
Presented papers	00	02	02
Resource Persons	00	02	02

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

- Introduction of interactive boards
- Read and analyse programmes conducted for the students under the aegis of Dept. of Kannada.
- Educational exhibitions
- Industrial visits,
- Educational Tours & Trips
- Teachers are motivated to use ICT & PPT presentation.

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

187
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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)

- Continuous assessment
- Unit tests
- Assignment writing
- Preparatory exams
- Group discussions
- Seminars
- VIVA – VOCE.

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

04	-	-
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2.10 Average percentage of attendance of students

80
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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.A.	32	0	28.12	9.37	9.37	46.87
B.COM.	72	4.16	36.11	18.05	0	58.33
BBM	30	-	23.33	16.66	6.66	46.66
M.Com.	41	14.63	73.17	7.32	-	95.12

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

The IQAC plays crucial role in the development of teaching and learning process. In this context the following activities are organised for students and teachers.

- Teachers are encouraged to prepare department wise annual action plan and organise activities accordingly.
- The IQAC reviews evaluation process with the academic committee and heads of departments periodically.
- Performance of the teachers and facilities available in the college evaluated by the students with the help of feedback forms.
- Seminars / conferences / workshops / special lecture programmes are organised and the quality of these programmes are evaluated by the delegates / students with the help of feedback forms.
- VIVA VOCE will be conducted to the students to evaluate their domain and general knowledge level.
- Unit tests, Assignment writings, preparatory exams are conducted and evaluated.

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.	24
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	07	03	0	04
Technical Staff	0	0	0	01

## Criterion – III

### 3. Research, Consultancy and Extension

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

- To motivate teachers to do M.Phil./ Ph.D.
- To encourage teachers / students to participate and present research papers in seminars&conferences.
- To encourage students and teachers to write articles / Books and publish.
- To guide students ofPG who takes up summer projects thereby encouraging them todo research.

#### 3.2 Details regarding major projects

	Completed	On-going	Sanctioned	Submitted
Number	Nil	Nil	Ni	Nil
Outlay in Rs. Lakhs				

#### 3.3 Details regarding minor projects

	Completed	On-going	Sanctioned	Submitted
Number	Nil	Nil	Ni	Nil
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)	-	-	-	-
<b>Total</b>	-	-	-	-

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	-	-	1	1	
Sponsoring agencies			UGC	College	

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  Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	0
	Granted	0
International	Applied	0
	Granted	0
Commercialised	Applied	0
	Granted	0

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

Total	International	National	State	University	District	College
0	0	0	0	0	0	0

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  other

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

- NSS programmes
- Environmental (Green Day) Day 09.08.2014
- Inauguration of Red Ribbon Club 09.08.2014
- Youth and Red Cross.
- National Unity Day – 31.10.2014
- Clean Mysore programme.
- Street plays creating awareness among public about social responsibility.
- AIDS awareness programme.
- Swamy Vivekananda Day – National Youth Date 12.01.2015
- Inauguration Karnataka State Open University Contact Programme – 04.01.2015
- Swathchatha Abhiyana – 13.01.2015

## 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	200`x300`			
Class rooms	12	2	Mgt.	15,00,000
Laboratories	2	1	Mgt.	
Seminar Halls	1	-	-	-
No. of important equipment's purchased ( $\geq$ 1-0 lakh) during the current year.	-	100	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	-	2936275	UGC	-
Others	-	-	-	-

#### 4.2 Computerization of administration and library

Both Library and office are computerised.
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#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	11141	1229471	2727	380000	13868	1609471
Reference Books	8910	1325427	2980	407840	11890	1733267
e-Books	N-List	05000				
Journals		76732		16310		93042
e-Journals						
Digital Database						
CD & Video	28	00	10	00	38	00
Others (specify)						

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	69	41	06	0	0	04	07	02
Added	51	30	00	15	0	03	02	01
Total	111	71	06	15	0	07	09	03

All computers are net connected.

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

Training programme was arranged for teachers on the use of Interactive Board. All students are being trained in the use of computers in fulfilment of their curriculum requirement.

4.6 Amount spent on maintenance in lakhs :

i) ICT	48510
ii) Campus Infrastructure and facilities	89116
iii) Equipments	103980
iv) Others	139750
<b>Total :</b>	<b>381356</b>



## Criterion – V

### 5. Student Support and Progression

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

- Orientation programme conducted at the beginning of the academic year to introduce them to the course structure, rules and regulations on campus.
- Parents were oriented on the day of Induction Programme.
- Grievance redressal cell is working to redress the grievance of the students & support them.
- Career guidance and counselling cell is functioning and provide information about job opportunities. Organise campus interview, prepare students to face competitive exams and interviews.
- Information about Anti ragging cell, Women harassment cell, grievance redressal cell is given.
- Prospectus is updated every year and distributed at the time of admissions. During induction programme Teachers speak to parents and students about the various activities.
- Periodical announcement in the classrooms and on notice boards to make students aware of the various student support programmes.

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

- For tracking the progressions, we keep contact with the Alumni and senior students.
- Records available in the office also a source to track the students.
- Arrangements are also in place for outgoing students to contact the college continuously.
- Social networks also allow us to track the progression.
- Governing council meeting, HOD's meeting, Teaching and Non-teaching staff meetings are conducted to review the progress.

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

UG	PG	Ph. D.	Others
466	101	0	0

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

0
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#### (c) No. of international students

29
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No	%
451	79.54

Men

No	%
116	20.46

Women

	Last Year 2013-14						This Year 2014-15					
	General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
UG	117	101	38	276	0	532	90	90	34	252	0	466
PG	22	8	2	11		43	28	22	4	47		101
Total	139	109	40	287		575	118	112	38	299		567

Demand ratio = 1:1          Dropout % : 01

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

- Career guidance and placement cell provides information about various competitive exams such as Bank Exams, Railway Exams, SSC, KPSC, UPSC.

#### No. of students beneficiaries

80%
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### 5.5 No. of students qualified in these examinations

NET	<input type="text" value="-"/>	ET/SLET	<input type="text" value="-"/>		<input type="text" value="-"/>		<input type="text" value="-"/>
IAS/IPS etc	<input type="text" value="-"/>	State PSC	<input type="text" value="-"/>	UPSC	<input type="text" value="-"/>	Others	<input type="text" value="-"/>

### 5.6 Details of student counselling and career guidance

- Career guidance and counselling cell has endeavoured to help the students who have had specific problems, either emotional or disputes among themselves, parents or teachers.
- Options available in the field of higher education discussed and expert lectures are arranged through career guidance and counselling cell.
- Campus placement tests and pool placements are conducted.

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
0	0	0	25

### 5.8 Details of gender sensitization programmes

As part of gender sensitisation programme :

- International women's day is celebrated.
- UGS sponsored national seminar is organised on **“women's movement and literature”**
- Organised orientation programme for girls students on **“save girl child”**

### 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 – Cash Award	25	19000
Financial support from government	172	849805
Financial support from other sources	2	6700
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:

Grievances such as waiting room for girls, canteen facility and pure drinking water facility have been resolved by acting favourably heeding to the request of the students.

## Criterion – VI

### 6. Governance, Leadership and Management

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

**Vision :** Context Connected Characteristic Education For All.

**Mission :**

- To provide value based education for all.
- To provide good education for the marginal, underprivileged section of the society.
- To provide quality education for social empowerment
- To shape the students in to pro-active responsible citizens of the country.
- To instil nationalism, secular spirit among the students.
- To develop knowledge which is rooted in the rudimentary tissues of culture and heritage.
- To provide a congenial learning climate for overall development of students
- To seek the unknown, to explore the unexplored.

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

Yes, Management Information System has been established in which continuous flow of information is ensured as under:

1. Books of accounts maintained in the college are checked by the accountant, Superintendent and Principal on daily basis.
2. Biometric Attendance of employee is installed and monitored.
3. IQAC and Governing council meeting is convened periodically for feedback and decision making.
4. Various committee meetings are convened to chalk out the programmes and implement them & report.
5. Departmental level meetings are convened to plan the programmes and to know the completion of syllabus and to take the feedback from the teachers.
6. Administration status report is taken from the office on daily basis.
7. Parent, teacher and students meeting convened for feedback.
8. Attendance status of the students is prepared and informed the students every month.
9. Internet (Wi-Fi) facility.
10. Fresher's day and Induction programme are organised to familiarise the students about the facilities available in the college campus.

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

##### 6.3.1 Curriculum Development

Curriculum is developed by the Board of Studies of University of Mysore. Some of our senior faculty members have participated in the BOS meeting held for designing the curriculum.

##### 6.3.2 Teaching and Learning

- Teaching, conducting Unit tests, Assignments, Seminars, Group discussion, Viva-voce, Remedial classes, Bridge courses for academically weak students.
- Students are exposed to outdoor learning through educational tour, NSS camp and Industrial visits.
- Using ICT for teaching and learning.
- Educational exhibitions are organised.

### 6.3.3 Examination and Evaluation

Term end exams and evaluation are conducted as per the guidelines of the affiliating university. In addition to this continuous assessment programme has been established through which students are assessed continuously throughout the Semester/year. The assessment component includes unit tests, assignment writing and paper presentation by the students at seminars, Group discussions, Viva-voce and preparatory examination.

### 6.3.4 Research and Development

- A research committee has been constituted with a view to nurture research mindset among teachers and students. Teachers and students are encouraged to do M.Phil /Ph.D, write and publish articles and books, Participate and present research papers in State/ National / International level seminars/conferences and workshops.
- Seminars, Workshops and conferences are organised by inviting eminent scholars and professors.

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

College library is equipped with adequate number of Books, Magazines, Journals and newspapers completely computerised and subscribed for INFLIBNET facility. In all the atmosphere in the library is conducive for nurturing reading habits and research culture among students and teachers. The Net centre attached to the library helps in the extensive use of web in research and smart boards are installed in class rooms. Teachers have been trained in the use of interactive boards.

### 6.3.6 Human Resource Management

The Board of Management of the college has provided required human resource for both teaching and non-teaching. Training and development of teaching and non-teaching staff occur on a continuous basis. Newly appointed teachers interact with senior teachers and gain needed skills to improve their teaching activities. Apart from this they also gain experience and organising ability by participating in the organisation of various curricular and extracurricular activities of the college.

### 6.3.7 Faculty and Staff recruitment

Teaching staff are recruited by the board of management by following the rules and regulations stipulated by the Government of Karnataka and guidelines by the UGC, whereas non-teaching staffs are recruited as per the guidelines of the state Government.

(Since majority of Permanent senior faculty members are retiring Board of Management recruits temporary teachers based on the requirement of concerned subjects)

### 6.3.8 Industry Interaction / Collaboration

- Special lecture programmes are organised by inviting industrialists / managers of various banks, Chartered Accountants, Company Secretaries, Lawyers and judges thereby providing an opportunity to interact with the experts.
- Seminars / workshops are organised regularly in collaboration with Institute of Chartered Accountants of India, Company Secretaries of India and PG department of Commerce / Economics of University of Mysore and other institutes. In addition to this Industrial Visits are organised on regular basis.

### 6.3.9 Admission of Students

- Admission committee is constituted as per the guidelines of the affiliating University and Government of Karnataka to look after the admission of students.
- Admission process, Disciplinary regulations are made known to the students through brochures and prospectus of the college.
- Students seeking admissions for I year BA /B.Com /BBM are guided and counselled while choosing the course combination best suited to their abilities.

### 6.4 Welfare schemes for

Teaching	Group gratuity scheme, Group Insurance, ESI coverage, PF, Festival advance and maternity & Paternity leave, Canteen Facility.
Non-teaching	Group gratuity scheme , ESI coverage & PF
Students	<ul style="list-style-type: none"> <li>• Fest participation fee is reimbursed.</li> <li>• Top scorers are felicitated with Cash Award</li> <li>• Insurance coverage</li> <li>• Merit Scholarship</li> <li>• OBC Scholarship</li> <li>• SC / ST Scholarship</li> <li>• VidyasiriFee Reimbursement</li> <li>• Subsidised Canteen Facility.</li> <li>• Sports achievers are felicitated with Cash Award</li> <li>• Outstanding sports persons are given sports scholarship as per University regulations.</li> </ul>

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	Affiliation committee of UOM	YES	Management
Administrative	YES	JD of Collegiate education, Mysore Division	YES	Management

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

- Our Alumni have organised the Graduation Day Programme and Campus Recruitment drive.
- Professionally qualified alumni shared their knowledge with the present students.
- Alumni have intended to organise more number of programmes including cultural activities in the near future.

6.12 Activities and support from the Parent – Teacher Association

Parent teacher meetings are held periodically to review the academic progress of their wards' and attendance, Discipline in the Campus, Academic result, facilities available in the college, Co-curricular& extracurricular activities.

6.13 Development programmes for support staff

The support staffs are trained on the use of audio visual equipment, public address system, cameras, LCD projectors and computers.

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

- With the assistance of NSS and alumni of our college we have planted more than 100 saplings and 500 pots of plants under the programme called “**Green Somani**”. Prominent personalities from local area are invited to plant / trees on the occasion. All teachers and students participated in the programme. Varieties of plants and trees irradiated the greenery in the campus. Besides, on a small scale, we do wormy culture including solar power light points.
- All students of our college including NSS volunteers are instructed to spread awareness programme on plastic and smoke free campus and make the campus eco-friendly. We have declared the campus as “**No Plastic Zone**”.

## 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.

- Continuous assessment of students.
- Centralised valuation of test & assignment papers by the teachers.
- Viva-voce conducted for students.
- NET / SLET coaching organised.
- Educational exhibitions are organised.
- Students are sent to donate blood at times of emergency.
- NSS office maintains list of blood donors.
- SPICES – Student platform for innovative and creative educational skills.

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

- Continuous assessment programme adopted in the college has helped for the needed progression.
- National level seminars were organised by Commerce, Political Science & Kannada department.
- Unit test, preparatory exams are organised.
- National festivals like Independence Day & Republic day are organised.
- Sports & cultural activities are conducted.
- Special lecture Programmes are organised.
- NSS activities are conducted.
- Bridge course & remedial classes are organised for slow learners.

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

- SPICES – Student platform for innovative and creative educational skills.
- Continuous assessment programme
- Free Yoga classes are conducted for both students and faculty.

7.4 Contribution to environmental awareness / protection

- With the assistance of NSS and alumni of our college we have planted samplings under the programme called **“Green Somani”**. Prominent personalities from local area are invited to plant / trees on the occasion. All teachers and students participated in the programme. Varieties of plants and trees irradiated the greenery in the campus. Besides, on a small scale, we do water harvesting & wormy culture including solar power light points.
- All students of our college including NSS voluntaries are instructed to spread awareness programme on plastic and smoke free campus and make the campus eco-friendly. We have declared the campus as **“No Plastic Zone”**.

7.5 Whether environmental audit was conducted? Yes  No



**Institutional SWOT analysis**

**STRENGTHS**

- Well qualified, trained & experienced faculty.
- Well stocked and well equipped Library.
- Several Skill enhancement programmes.
- National/State level seminars/workshops organised every year.
- Community services by NSS.
- Placement and Training.
- Infrastructure
- Student mentoring system.
- Organisation of co-curricular and extracurricular programmes.
- Regular workshops, FDPs and seminars for faculty empowerment
- Institution attracts international students.
- Affordable fee structure to facilitate social inclusion.

**WEAKNESS**

- Inadequate use of technology in teaching & learning
- Inadequate research
- High student teacher ratio.
- No AV studio for UG / PG Students
- Pay scale disparity between temporary & permanent teachers.

**OPPORTUNITIES**

- Consultancy by faculty can be enhanced.
- To improve Results in some subjects
- Attracting students for new subjects – Journalism, Literature (Kannada)
- To take up minor & major research projects by utilising UGC grants
- To start more PG programmes.
- To offer some add on and certificate courses.
- To empower the students with ICT skills.
- To train & empower the students for competitive exams.
- To optimum utilisation of Infrastructure.
- To improve the English communicative skills of the students & teachers.

**CHALLENGES**

- Competition from nearly Government colleges as they offer education at subsidised rates.
- Mushroom growth of colleges in rural & urban area.
- Insufficient funding from State Government.
- Achieve 100 % result.
- Lack of communication skills in English.
- Retaining Experienced Staff.

## 8.Plans of institution for next year

- Organise more seminar / conferences / workshops.
- Organise orientation programme for teachers with less than five years of experience.
- Organise educational exhibitions.
- Encourage more teachers to register for Ph.D. / M.Phil. Programme.
- Organise special lecture programme by each department.

Prof. M.N Manoharan  
*Coordinator, IQAC*

Prof. S.R Ramesh  
*Chairperson, IQAC/Principal*

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## ACADEMIC CALENDAR OF THE YEAR 2014-15

Sl. No	EVENT
1	Book Exhibition was organized. Inaugurated by Prof. G H Nagaraj, Department of Political Science, Maharaja College, Mysore on 04 January 2015.
3	A Programme “Extension Course on Communication Skills” was organised to improve communication Skills among Students for M.Com. Second year Students. A Special Lecture Programme was also organised : 25-29 August 2014. Resource Person :Prof. Balaji,RetiredProfessor,Dept. of English,KSOU, Mysore.
4	A One day Workshop on “Evaluating And Designing English Language Teaching Materials For U G Courses 2015-16” was organized by English Dept. on 09 October 2014. Chief Guest :Dr. K.C. Belliappa, Former Vice Chancellor, Rajiv Gandhi Central University, Arunachal Pradesh. Presence :Dr.Mahadeva, Chairman, Dept. of English, MGM. Dr. C.P. Ravichandra, Chairman, BOS in English (UG). Sri. H.N. Nagaraj, Chairman, IET, Mysore. Sri. M. Puttaswamy, Managing Trustee, IET, Mysore. Prof. S.R. Ramesh, Principal, Basudev Somani College.
5	A solo performance by AbonhiChakraborty on “Lady Macbeth” at BhoomiGeeta in Rangayana in association with English Department , Basudev Somani College on 16 April 2015.
6	A One Day State Level Workshop On Empowerment and Social Equity with the Assistance of UGC on account of International Women’s Day was celebrated. Organised by Equal Opportunity cell &MahilaVedike on 30 March 2015.
7	Documentary and Short Film Competition “Masur” was screened for UG and PG students by Dept of Jounalism and Mass Communication on 31 March 2015.
8	Kannada Rajyotsava was Celebrated by Kannada Vedike in association with Kannada Dept. Chief Guest : Prof N Boralingaiah, Retd. Principal , Maharaja College, Mysore on 14 November 2014.
9	ಓದು, ವ್ಯಾಖ್ಯಾನ :ರಸಗ್ರಹಣಕಾರ್ಯಕ್ರಮ - ಜಿ.ಎಸ್.ಎಸ್. ಸಂಸ್ಕರಣೆ : 06 ಮೇ 2014.

Sl. No	EVENT
10	In Association with “Women’s Harassments Complaint & Enquiry Committee” And “Human Rights Education Cell”– A Special Lecture & Interaction Programme was organised on –“ Women’s Harassments Reasons & Solutions” ಮಹಿಳಾ ದೌರ್ಜನ್ಯ-ಕಾರಣ-ಪರಿಹಾರಗಳು’ on 16 October 2014.
11	“Kakanakote” Drama based cinema which was a part of BA syllabus was exhibited on 15 April 2015.
12	Introduction & Book Exhibition of Laureate Dr. S L Bhairappa at College Library. Introduced by : Prof. B C Manjula, Kannada Dept, BSC on 20 August 2014.
13	ಗುರುವಂದನಾಕಾರ್ಯಕ್ರಮ on 09 September 2014.
14	124th Ambedkar Jayanti and NSS Valedictory Ceremony was celebrated Resource Person :Dr. S Narendra Kumar, Director, Dr. B R Ambedkar Research and development center, MGM, UOM , Mysore. Chief Guest : Prof. B K Shivanna, Retd, Director, College Development Council, UOM, Mysore . Prof. SathyaNarayana, Retd prof, Ex Syndicate Member, UOM, Mysore on 22 April 2015.
15	Book Release on “Globalisation And Emerging Trends in Indian Politics”-A National Level Seminar Conducted in 2013-2014. Book Released By : Prof. B. Shiek Ali, Former Chancellor, Mangalore & Goa University. About book :Dr. N Subramanya, Lecturer, Gandhi Bhavan, UOM Chief Guest: Prof. Muzaffer Azadi , Professor, UOM Sri H N Nagaraj, Chairman , IET Sri. M. Puttaswamy, Managing Trustee, IET, Mysore. Presided By : Prof. S R Ramesh, Principal, BSC on 11 July 2014.
16	Class representatives meeting was held to discuss the activities of Somani Sambhram & Sports Committee for 2014-15 on 06 September 2014.
17	Inauguration of cultural and sports activities. Inaugurated by Pichalli Srinivas, President, Janapada Academy, Karnataka Govt . Chief Guest : Sri H N Nagaraj, Chairman, IET Presided By : Prof. S R Ramesh, Principal , BSC on 11 September 2014.
18	Janapada Geetha, Bhava Geetha and Rangoli competition was organized for our college students on 01 April 2015.
19	Debate competition was organised in English on the topic “Love marriages, a deterrent on Social Harmony” and in Kannada on the topic “ಧರ್ಮ ಮತ್ತು ರಾಜಕಾರಣ ಬೆರೆಯುವುದು ಸಮಾಜಕ್ಕೆ ಅಪಾಯಕಾರಿ” on 06 April 2015.
20	Somani Sambhram-2015 was celebrated on 22 April 2015.

## APPENDICES

### THE BEST PRACTICES

#### BEST PRACTICE - I

##### 1. TITLE OF THE PRACTICE

**SPICES - STUDENTS' PLATFORM FOR INNOVATIVE & CREATIVE EDUCATIONAL SKILLS**

##### 2. Goal

**Describe the aim of the practice followed by the institution. Mention the underlying principles or concepts in about 100 words.**

The Main aim of the practice is to hone the creative skills of our students and to evoke team spirit.

Effective teaching and learning cannot take place only in poorly managed activities. Under SPICES we have a small group management for the overall development of the students. Small group management includes a leisurely activity, which enables the student to participate freely and effectively in curricular activities. The activities include fruitful practices.

##### 3. The context

**Describe any particular contextual features or challenging issues that have had to be addressed in designing and implementing the Practice in about 150 words.**

If an institution is to resort only to class room teaching, that would only distance students farther. Monotonous drudgery will prevail. Whereas the outside world offers a variety of entertainment, students would dread just sitting in classrooms turning sick listening to humdrum lectures. Of course, teachers do play various roles in typical classrooms, but surely one of the most important factors is that of a classroom management.

Many of the young minds are very creative. Exposed to a number of modern high-tech gadgets, students are versed in deriving pleasures by themselves. If classroom learning is not pleasurable, they would tend to miss classes and perform lesser. On the other hand if we expose them to activity hubs of their interest, they might not want to miss any of such opportunities. The need to have a platform to make students pro-active hence became the need of the hour.

#### **4. The Practice**

**Describe the Practice and its implementation in about 400 words. Include anything about this practice that may be unique in the Indian higher education. Please also identify constraints or limitations, if any.**

We have established SPICES (*Somani students' Platform for innovative and creative Educational Skills*), wherein students are provided with multiple opportunities to actively involve in supportive learning exercises. The platform allows students to gain abilities to organize events and they are exposed to leadership training, personality development, group activities and speaking skills.

Here, learning and assessment take place in small groups. Each class is divided into smaller groups according to its strength and each group is entrusted to the care of more than one teacher who monitors, counsels and creates learning opportunities for the students. Each group also elects a leader of its choice. The leaders of these groups constitute the student assembly and they take the lead in organizing and carrying out various curricular, co-curricular and supportive activities of the college.

Two or more activities are then assigned to each of the small groups. Groups being small, all student members get opportunities to participate in the organization and execution of these activities. This will help students to synergize their innate talents with the demands of the civilized world. In the platform, the students are also constantly mentored. The teacher who is entrusted with a small group acts as the mentor of the group. Periodical interaction with parents and regular interaction with the students in their group have helped the mentors to provide the administration with needed inputs to make right decisions to improve quality. In SPICES, each student is given one more opportunity to learn supportive learning skills and each teacher will have one more responsibility. Thus, the student during his six semester program will study at least 4-6 different topics as Add-on papers, this program is insulated with vocational skills as well. Finally along with the degree that the student gets, he also will have more certifications on various supportive learning acts, empowering him to be competitive in the job market.

The small group activity will also provide a creative platform for the student to exhibit his latent talent. Be it in event management or compering skills, or acting skills, adventure sports, the various club activities of the college will provide an opportunity for the student to exhibit his innate talent.

Students are represented in academic administrative and co-curricular activity hubs. The larger representatives of the students in the various committees and clubs will ensure participation democracy and free flow of information among the Stakeholders. The College does not believe in hierarchical representational mode but on the functional participation of each student here.

## **5 Evidence of Success**

**Provide evidence of success such as performance against targets and benchmarks and review results. What do these results indicate? Describe in about 200 words.**

Earlier each class was entrusted to the care of a teacher for the purpose of mentoring. Individual attention could not be given because of high student ratio. Mentoring has become more effective after this practice was introduced. Students enjoyed being part of small groups especially when they got involved in carrying out responsibilities assigned to them. Team spirit increased. Interaction with teachers increased. Teachers get to know them well enough. Specific problems faced by each individual could be identified and appropriate counsels given.

The small group management encourages our students in active learning that foster deeper understanding. It also encourages student to work independently. Students acquire all the social mannerisms and they are afforded opportunities to determine whether they can face further challenges.

Teachers encourage students to take full benefit of the Add-on courses and certificate courses offered by the college. Reinforcements exercises are provided for slow learners. Students gain proficiency in organising events as they are exposed to such exercises. Interaction with parents has helped teachers to take necessary steps to help students according to his need. Some students who have been introverts by nature have changed their attitude and associate freely with other students and teachers. Such confidence would help them prepare for the real world. Leadership qualities of the students have also enhanced. The feedback sheets we have collected from students exemplify the functional aspects of SPICES.

**6. Problems Encountered and Resources Required. Please identify the problems encountered and resources (Financial, Human and other) required to implement the practice in about 150 words.**

As is expected of any change, there will always be resistance. This was one of the major challenges faced by the IQAC in introducing and executing this creative best practice. The reason was obvious. Faculty could not simply understand the impact the practice could evoke and the effectiveness it could produce. Disinterest on the part of the students was another challenge. Once practice was put into motion, the response although gradual, slowly gained momentum.

## BEST PRACTICE - 2

### 1. Title of the Practice

#### **THE CONTINUOUS ASSESSEMENT PROGRAM**

### 2. Goal

**Describe the aim of the practice followed by the institution. Mention the underlying principles or concepts in about 100 words.**

We want to convert our students into “High quality Employable and Responsible Citizens” of the country. That is the very aim or goal of this practice. The university requires a student to write at least two assignments and take one unit test. However this would not result in a continuous assessment system which is the need of the hour. Hence the introduction of this practice.

### 3. The context

**Describe any particular contextual features or challenging issues that have had to be addressed in designing and implementing the Practice in about 150 words.**

Evaluation is the best tool to weigh the capability of the students and that too a continuous evaluation programme. A continuous evaluation programme must include many components, one after the other evaluating the performance, helping students to improve their performance and enhance learning. They need guidance based on their performance. The main goal of our college is to transform the students into well-meaning citizens through the committed pattern of instructions based on carefully prepared and well-designed curriculum of the University. We aim to bring enormous changes in the quality perceptions of the students. The students also need to be given writing assignments to improve their writing skills and knowledge levels. In this context, the practice of continuous evaluation is implemented in order to improve the skill level of a student in a subject and to make them know how much he or she has been thorough. Based on evaluation the students are given extra guidance in the subject of their respective specialization in particular.

### 4. The Practice

**Describe the Practice and its implementation in about 400 words. Include anything about his practice that may be unique in the Indian higher education. Please also identify constraints or limitations, if any**

The college has introduced an effective continuous Assessment Programme, through which the performance of the students are evaluated regularly and periodically, Individual teachers have the primary responsibility to evaluate the performance of the students on a day to day basis. The evaluation programme includes unit tests, Compulsory Assignment Writing, Presentations at Seminars, Group Discussions, and preparatory Examinations at the end of each semester and VIVA VOCE for the Final year students. The Academic Committee and the



continuous Assessment Committee shall prepare the schedule for the evaluation programmes.

The Preparatory Examinations are conducted in the same manner as the University Semester Examinations and question papers are set by teachers in the same model as that of the University examinations. After the conduct of the Preparatory Examinations teachers evaluate the answer papers and allot marks. This in turn is discussed with students of the respective classes handled by each individual teacher. While the Academic Calendar includes the schedule for Preparatory Examinations and VIVE VOCE, all other elements of the assessment programme are carried out by the individual teachers according to their own schedules. The evaluation results are entered into consolidated results sheets, distributed to each teachers. This forms the basis for the 'Internal Assessment' marks obtained by the students. Teachers usually take the signature of the students on these sheets according to their convenience, during interactive sessions and give adequate suggestions for improvement.

#### **5. Evidence of Success**

**Provide evidence of success such as performance against targets and benchmarks and review results. What do these results indicate? Describe in about 200 words.**

The college adopts both Formative & Summative methods of evaluation. Formative approach involves measuring the performance of students through the Continuous Assessment System throughout the academic curriculum. The assessment system established by the college has been instrumental in helping students improve their performance progressively. Summative evaluation is carried out towards the end of each semester. Preparatory examinations and VIVA VOCE conducted towards the end of the semester by the college and semester end final examinations conducted by the University.

Both systems have had a positive impact on the progress of students studying in the college. The Best Example is seen in the RESULTS of students. We have witnessed a progressive improvement in the results of the students. During majority of the past academic years, results in the final year of all disciplines/ Programmes (BA, B.Com.& BBM) were better than the first and second years. This shows that a student progresses towards better quality levels as he reaches the final year, due to training and orientation received during the previous two years.

**6. Problems Encountered and Resources Required.**

**Please identify the problems encountered and resources (Financial, Human and other) required to implement the practice in about 150 words.**

The system requires students to be continuously involved in their learning exercises. The practice has to be forced upon the students as there is much reluctance to undergo such rigorous drills, especially because their peers in other colleges in the nearby surroundings do not have similar hard work. What the student may not understand is the tremendous positive effect the programme can have on their learning patterns.

*Prof. M.N. Mahnoharan Prof. S.R. Ramesh*

*Coordinator, IQAC*

*Chairman, IQAC*