

Guidelines for the Creation of the
Internal Quality Assurance Cell (IQAC)
and Submission of Annual Quality Assurance
Report (AQAR) in Accredited Institutions
(Revised in October 2013)



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission

P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

Part – A

I. Details of the Institution

1.1 Name of the Institution

Sri JagadguruRenukacharya College of Science Arts and Commerce.

1.2 Address Line 1

9, Race Course Road

Address Line 2

Ananda Rao Circle

City/Town

Bangalore

State

Karnataka

Pin Code

560009

Institution e-mail address

principal@sjrc.edu.in

Contact Nos.

080-22264952

Name of the Head of the Institution:

Dr. S. Lokanatha

Tel. No. with STD Code:

080 - 22250245

Mobile:

9743451664

Name of the IQAC Co-ordinator:

Dr. M. G. Meenakshi

Mobile:

9844362504

IQAC e-mail address:

Principal@sjrc.edu.in

1.3 NAAC Track ID(For ex. MHC0GN 18879)

KAC0GN10456

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/52/RAR/85

1.5 Website address:

www.sjrc.edu.in

Web-link of the AQAR:

WWW.sjrc.edu.in/AQAR2014-15.docx

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 st Cycle	B+	76.50	2003	5
2	2 nd Cycle	B	2.82	2010	5
3	3 rd Cycle				
4	4 th Cycle				

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

30/09/2003

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 : 14/02/2012
- ii. AQAR : 22/03/2012
- iii. AQAR : 18/06/2014
- iv. AQAR : 09/01/2015

1.10 Institutional Status

University State Central 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 2(f) UGC

Grant-in-aid + Self Financing Self-financing

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI(Phys Edu)

TEI (Edu) Engineering Health Science Management

Others(Specify)

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

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

Autonomy by State/Central Govt. / University

NA

University with Potential for Excellence

NA

UGC-CPE

NA

DST Star Scheme

NA

NA

UGC-Special Assistance Programme DST-FIST

NA

UGC-Innovative PG programmes

NA

(specify)

NA

UGC-COP Programmes

NA

2.IQACComposition and Activities

2.1No. of Teachers

07

2.2No. of Administrative/Technical staff

03

2.3No. of students

02

2.4No. of Management representatives

02

2.5No. of Alumni

02

2. 6No. of any other stakeholder and
community representatives

02

2.7 No. of Employers/ Industrialists

-

2.8 No. of other External Experts

03

2.9 Total No. of members

20

2.10No. of IQAC meetings held

15

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

Non-Teaching Staff Students Alumni Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
1. Establishment of Academic Quality improvement Committee	1. Teaching learning process improved
2. Continuous Quality improvement in academics	2. Well-equipped sports room provided
3. Synchronization of academic and industrial requirements	3. Employment training programme provided to the students
4. Inculcating research quality for students and staff by establishment of Research centre.	

* 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

The report was placed before the management for their guidance and suggestions.

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	01	-		
UG	05	-		
PG Diploma				
Advanced Diploma				
Diploma				
Certificate			02	
Others				
Total	06	-	02	
Interdisciplinary				
Innovative				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	✓5+1
Trimester	
Annual	

1.3 Feedback from stakeholders*Alumni

<input checked="" type="checkbox"/>	Parents	<input checked="" type="checkbox"/>	Employers/Students	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
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(On all aspects)

Mode of feedback: Online Manual Co-acting school 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.

Bangalore University syllabus is followed

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

Red Ribbon Cell, Gandhi Study Centre, Counselling Cell and Scouts and Guides

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	15	8	7		

2.2 No. of permanent faculty with Ph.D.

9

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
-	-	-	-	-	-	-	-	-	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

-

06

32

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	1	12	16
Presented papers	1	10	1
Resource Persons	1	2	2

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

Seminar, GD, Mock Interview, Smart board, ICT enable classroom

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

180

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

NA

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

1		
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2.10 Average percentage of attendance of students

75 TO 85%

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						
I sem	19	1	3	2	0	31.57
II sem	18	4	4	0	0	44.44
III sem	20	0	2	2	4	40.00
IV sem	18	0	4	4	2	55.55
V sem	27	0	8	9	5	81.48
VI sem	25	0	8	4	3	60.00
B.Com						
I sem	174	7	22	21	1	29.31
II sem	164	32	37	21	0	54.87
III sem	140	0	8	20	19	33.57
IV sem	133	0	2	23	22	35.33
V sem	166	0	64	26	15	58.09
VI sem	163	0	69	20	17	65.03
B.Sc						
I sem CBZ+PCM	15 + 16	0	2+4	0	0	25+31
II sem CBZ+PCM	13+15	0	6+4	0	0	64.53+6 6.66
III sem						
IV sem						
V sem PMCs	11	0	1	1	0	18.18
VI sem PMCs	11	0	2	2	0	36.36

B.B.M						
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I sem	28	4	4	5	0	46.42
II sem	28	3	8	2	0	46.42
III sem	20	0	0	1	0	5.00
IV sem	20	0	0	1	6	35.00
V sem	52	0	5	11	13	55.76
VI sem	52	0	19	13	7	75.00
B.C.A						
I sem	42	6	12	6	0	57.14
II sem	38	13	14	3	0	78.94
III sem	44	0	19	16	1	81.81
IV sem	44	0	17	9	2	63.63
V sem	41	0	31	9	0	97.56
VI sem	41	0	33	3	0	87.80
M.Com						
I sem	38	17	17	2	0	97.29
II sem	35	22	9	1	0	91.42
III sem	37	0	33	2	0	89.18
IV sem	35	0	33	2	0	100.00

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:
Not applicable

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	1
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	14+1+4	6		32
Technical Staff				

Criterion – III

3. Research, Consultancy and Extension

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

Teachers and students are motivated to involve in Projects / Minor and Major Research Projects

3.2 Details regarding major projects: NIL

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

3.3 Details regarding minor projects:

	Completed	Ongoing	Sanctioned	Submitted
Number	-	1	-	-
Outlay in Rs. Lakhs	-	80,000	-	-

3.4 Details on research publications: NIL

	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	1 ½	UGC	80,000	80,000
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

3.7 No. of books published i) With ISBN No. Chapter 2 Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from: **NA**

UGC-SAP	<input type="text" value="NA"/>	CAS	<input type="text" value="NA"/>	DST-FIST	<input type="text"/>
DPE	<input type="text"/>			DBT Scheme/funds	<input type="text"/>

3.9 For colleges Autonomy CPE DBT scheme

INSPIRE CE 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	-	-
Sponsoring agencies	-	-	UGC	-	-

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Annual

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From 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
8	2	-	2	3	-	1

3.18 No. of faculty from the Institution who are Ph.D. Guides and students registered under them

1
2

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 - JRF - Project Fellows - Any other -

3.21 No. of students Participated in NSS events:

University level 50 -
National level International level

3.22 No. of students participated in NCC events:

University level - 15
National level International level 04 Nil

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 2 -

3.25 No. of Extension activities organized

University forum College forum

NCCNSS Any other

1

2

2

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

-
-

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	2.15			
Class rooms	26			
Laboratories	17			
Seminar Halls	2			
No. of important equipments purchased (\geq 1-0 lakh) during the current year.				17,77,324
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

4.2 Computerization of administration and library

Environ Libsoft 9.0.0

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books } Reference Books }	813	1,15,459				
			1,462	1,72,623		
e-Books						
Journals	9/27	32,892	9/27	35,785		
e-Journals						
Digital Database						
CD & Video						
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	216	3		2	1	1		
Added	18	-	4 Mbps	-	-	-		
Total	234	3	4 Mbps	2	1	1		

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

High speed Internet

4.6 Amount spent on maintenance in lakhs :

i) ICT	1,25,000
ii) Campus Infrastructure and facilities	9,30,434
iii) Equipments 28,32	17,77,324
iv) Others	-
Total :	28,32,758

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- ☞ Design Career Oriented Programmes
- ☞ Establishing Career Development Cell
- ☞ Conducting various programmes to face competitive exams

5.2 Efforts made by the institution for tracking the progression

- ☞ Maintaining documents and records
- ☞ Bench marking their progression
- ☞ Conducting Academic and Co-curricular Activities
- ☞ Academic and placement outcome

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
839	75		

(b) No. of students outside the state

-

(c) No. of international students

-

No	%
-	-

No	%
-	-

MenWomen

Last Year (2013-14)						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
123	131	16	652	-	922	121	150	24	619		914

Demand ratio

Dropout %

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

IAS, KAS Coaching classes

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET	-	NET GATE	-	NET	-	-
IAS/IPS etc	-	State PSC	-	Others	-	-

5.6 Details of student counselling and career guidance

6 PROGRAMMES
8 STUDENTS COUNSELLING

No. of students benefitted 220

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
11	180	108	-

5.8 Details of gender sensitization programmes

--

5.9 Students Activities

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

State/ University level 4 National level 4 International level -

No. of students participated in cultural events

State/ University level 40 National level - International level -

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level 2 National level 2 International level -

Cultural: State/ University level

National level

International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	53	50,950
Financial support from government	83	5,82,699
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: Minor grievances redressed

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision To dynamically respond to changing educational trends To encourage spirit of inquiry To create an impact on the society's overall character and happiness by fostering development of responsible citizens Mission To provide an education that will transform the students into complete individuals capable of impacting the society of tomorrow in various fields of human endeavour, and to maintain an environment that will always facilitate such a level of education, in easy aspect.
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6.2 Does the Institution has a management Information System

YES

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

6.3.1 Curriculum Development

NA

6.3.2 Teaching and Learning

PPT, GD, Industrial visit, Commerce Lab,
Language Lab, Seminars, Visual aids (Dictionary)

6.3.3 Examination and Evaluation

Mid-semester Exam, Evaluation,
Remedial Coaching Classes

6.3.4 Research and Development

Teachers are motivated to involve in research
activities by availing financial assistance from
funding agencies.

6.3.5 Library, ICT and physical infrastructure / instrumentation

KIOSK, Information, Communication and
Technology, INFLIBNET

6.3.6 Human Resource Management

Guest Lecturers, Commenced Equal opportunity
cell

6.3.7 Faculty and Staff recruitment

Teachers with NET / SLET higher qualification are
recruited.

6.3.8 Industry Interaction / Collaboration

Project reports were undertaken by
undergraduate students in well reputed
institutions (Banks, Companies and Financial
Institution)

6.3.9 Admission of Students

914

6.4 Welfare schemes for	Teaching	Benevolent fund, Group Insurance, LIC, PF, ESI
	Non-teaching	Benevolent fund, Group Insurance, LIC, PF, ESI
	Students	Yes – Teachers welfare fund Rs.50,000

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		Yes	
Administrative	Yes		Yes	

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?

NA

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

NA

6.11 Activities and support from the Alumni Association

Honouring of Retired principals and faculty members

6.12 Activities and support from the Parent – Teacher Association

Parents – teachers meeting are conducted

6.13 Development programmes for support staff

Communicative English classes, Computer Literacy

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

- ☞ Campus is made litter free and plastic free
- ☞ Dustbins have placed in campus
- ☞ Saplings have planted
- ☞ Medicinal plants garden is maintained

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.

The college has introduced several innovations in academic, administration, extracurricular and extension activities in the last four years.

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

- Introduction of Certificate Course to BA Journalism, Travel and Tourism
- Smart board are installed
- Commenced Language and Commerce Lab

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

BEAUIDEAL Management Fest, Mentoring

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

7.4 Contribution to environmental awareness / protection

Energy Conservation, Use of renewable energy, Water harvesting, Plantation, Hazardous waste management and e-waste management.

7.5 Whether environmental audit was conducted? Yes No

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

Strength:

Ideal location, good placement records, mentoring and BEAUIDEAL Management Fest are the best practises.

Weakness:

A lower enrolment in a few programmes like Science, and Humanities in a cause of concern.

Opportunities:

Introduction of post graduate programmes like MBA and MA in Economics

Challenges:

Enhancing students' enrolment for basic Sciences and Humanities.

To motivate the faculty to gear up to the changing and progressive paradigms in higher educations.

8. Plans of institution for next year

1. More research activities
2. More e-learning content.

Name _____

Name _____

Signature of the Coordinator, IQAC Signature of the Chairperson, IQAC

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission
