

To:
The Director
NAAC
P.O.Box.No.1075
Opp: NLSIU
Nagarbhavi
BANGALORE – 560 072.

18/02/2014

Respected Sir

Sub: Submission of Annual Quality Assurance Report (AQAR)
For the year 2011-12 – Reg.

With reference to the subject cited above, here by I am sending the Annual Quality Assurance Report (AQAR) of the Internal Quality Assurance Cell (IQAC) for the year 2011-12 for your kind perusal.

Thanking you,

Yours sincerely,

PRINCIPAL
(Dr.I.S. Malekar)

Annual Quality Assurance Report (AQAR) of the Internal Quality Assurance for the year 2011-12

Part – A

I. Details of the Institution

1.1 Name of the Institution

C.S.I. COLLEGE OF COMMERCE

1.2 Address Line 1

P.B. ROAD, DHARWAD

Address Line 2

Near Jubilee Circle, Dharwad

City/Town

DHARWAD

State

KARNATAKA

Pin Code

580 001

Institution e-mail address

principal@csicc.in

Contact Nos.

0836 – 2747029

0836 - 2780471

Name of the Head of the Institution:

Dr. I.S. Malekar

Tel. No. with STD Code:

0836 - 2747029

Mobile:

9008447249

Name of the IQAC Co-ordinator:

Dr. C.H. Patil

Mobile:

9448789567

IQAC e-mail address:

drchpatil.csi@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879) ID: 13934

1.4 Website address:

www.csicc.ac.in

Web-link of the AQAR:

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 st Cycle	C++	-	2004	5 Years
2	2 nd Cycle	B++	-	2006	5 Years
3	3 rd Cycle				
4	4 th Cycle				

1.6 Date of Establishment of IQAC :

DD/MM/YYYY

10/12/2006

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

2011 -12

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

- i. AQAR 2006-07, 29th July 2010 (DD/MM/YYYY)
- ii. AQAR 2007-08, 31st January 2011(DD/MM/YYYY)
- iii. AQAR 2008-09, 24th January 2011 (DD/MM/YYYY)
- iv. AQAR 2009-10, 24th January 2011 (DD/MM/YYYY)
- v. AQAR 2010-11, 6th January 2012

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)

BCA

1.11 Name of the Affiliating University (for the Colleges)

KARNATAK UNIVERSITY,
DHARWAD

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

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

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="12+1+1"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="2+1"/>
2.3 No. of students	<input type="text" value="08"/>
2.4 No. of Management representatives	<input type="text" value="01"/>
2.5 No. of Alumni	<input type="text" value="06"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="1+1"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="01"/>
2.8 No. of other External Experts	<input type="text" value="01"/>
2.9 Total No. of members	<input type="text" value="36"/>
2.10 No. of IQAC meetings held	<input type="text" value="05"/>

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

'Communication Skills: Corporate Perspective'
 'Challenges of Co-operative Sector in India'
 Commerce Fest 'TITIKSHA – 2012'
 'Yuva Ranga Tarabeti Shibira'
 'Public Speaking'
 'E-Commerce' – e-learning, achieve, tax policies etc.
 'Creative Management'

2.14 Significant Activities and contributions made by IQAC

1. State Level workshop conducted on 22nd September 2011 on the topic 'Communication Skills: Corporate Perspective'. Ms. Vasanti Hariprasad, Journalist was the key note speaker.
2. National Level Seminar was organised on 23rd September 2011 on the topic 'Challenges of Co-operative Sector in India'. Dr. Yashwant Dongre, Registrar, Vijayanagara Shri Krishnadevaraya University Bellary was the key note speaker.
3. One day state level Commer Fest 'TITIKSHA – 2012' held on 19th February 2012.
4. 'Yuva Ranga Tarabeti Shibira' was inaugurated on 23rd August 2011.
5. Computer Literacy Programme' was organised in the month of July 2011 for forty days to nearly 50 participants drawn from BPL family from slum area. The persons who had not touched the computers were excited to work on them.
6. A programme for Special School Children (Physically Challenged) was continued this year also in Mamatha School Dharwad.
7. A crash course on 'Basics of English Grammar was conducted in July – August 2011 for forty days to those students coming from rural background and kannada medium.

8. Workshop on dramatic arts was also conducted this year for 25 days.
9. Information Science Forum arranged 'Video Conferencing' programme to our students.
10. A special coaching was conducted for 4 Sundays on 'How to prepare for Competitive Examinations'.
11. CPT coaching classes have been continued to train the students in order to prepare them for CA preliminary examination.
12. UGC sanctioned fund to start the certificate course in 'Business Communication Skills' this year also.
13. One Day Workshop on public speaking was organised on 4th Sept. 2012.
14. Three day workshop was organised on 15th, 25th and 26th February 2012 by our students. The various topics covered in this programme are 'Stock Exchange', 'Reserve Bank of India', 'Foreign Direct Investment', 'Industrial Policies' and 'E-Commerce'.
15. An orientation was conducted on 21st February 2012 on 'Creating an e-mail Account' and 'Use of Internet' for the students.
16. PPT and Teleconference programme was conducted on 23rd February 2012 through which our college students were oriented in Power Point Presentation.
17. A technical workshop was conducted on 'Creative Memory Management' on 26th February 2012, to train the students as 'how to exercise left and right memory extensively' and given them tips on 'how to develop concentration', 'preparing for competitive exams' etc.
18. Computer Typewriting Skills Programme was conducted from 13th February to 2nd March 2012.

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
<u>Annexure (1) is enclosed</u>	<u>Annexure (1) is enclosed</u>

* 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

Principal sends Annual Reports of various activities of Departments and Institution to the Management. The IQAC holds the meeting periodically and whenever necessary to review college activities and make appropriate suggestions. Information collected from all stakeholders including management representative is reported to the management to review various activities of the institution.

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				
UG	1+1	-	01	
PG Diploma				
Advanced Diploma				
Diploma				
Certificate	01			
Others				
Total	03			
Interdisciplinary				
Innovative				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	✓
Trimester	
Annual	

1.3 Feedback from stakeholders* (On all aspects)

Alumni Parents Employers Students

Mode of feedback : Online Manual Co-operating schools (for PEI)

*Please find analysis of the feedback of students in the Annexure2

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

- NIL -

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

- NIL -

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
11	06	05	-	-

2.2 No. of permanent faculty with Ph.D.

05

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
06	NIL	05	NIL	NIL	NIL	00	01	11	01

2.4 No. of Guest and Visiting faculty and Temporary faculty

08	03	11
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	01	05	02
Presented papers	01	00	00
Resource Persons	-	-	02

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

- Through video conferencing an experimental exposure of new learning is given to the students.
- Learning through interaction with Senior Students/Alumnae.

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

168 Days (83 + 85)

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

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development

03			
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as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

67.12%

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 I Sem	248	42.33	33.87	11.29	0.4	87.90
B.Com II Sem	246	63.41	25.20	8.94	0.4	97.96
B.Com III Sem	270	64.44	17.41	0.33	--	84.81
B.Com IV Sem	271	62.36	21.77	3.69	0.74	88.56
B.Com V Sem	286	72.73	18.53	3.15	0.35	94.41
B.Com VI Sem	288	73.95	16.66	4.86	0.34	95.85
BCA I Sem	28	21.43	35.71	--	--	57.14
BCA II Sem	28	17.86	28.57	21.43	3.57	71.43
BCA III Sem	36	16.67	27.78	--	--	44.44
BCA IV Sem	36	11.11	22.22	2.78	--	36.11
BCA V Sem	25	36	8	--	--	44
BCA VI Sem	25	44	16	--	--	60

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

- As per University Norms, the syllabus is formulated and teaching plans are prepared for every semester (Conspectus).
- Self-evaluation of the teachers is enabled through the prescribed format designed by the institution.
- Evaluation of teaching performance of the teachers done twice in a year on 'Ten-point scale'. After the analysis the strengths and weaknesses are made known to the teachers.
- Feedback is collected from the outgoing students i.e. from final year students.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	01
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	01
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	05	06	NIL	04
Technical Staff	01	01	NIL	02

Criterion – III

3. Research, Consultancy and Extension

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

1. Deputing staff to various conferences, workshops and upgrading teachers in the recent developments in the given field.
2. Provisions for easy accessibility to internet.
3. Encouraging staff to contributing articles to journals – national and international.
4. Encourage teachers to undertake Minor Projects (UGC Financed)

3.2 Details regarding major projects

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

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	02	03	05	02
Outlay in Rs. Lakhs	1,95,000/-	2,80,000/-	3,92,500/-	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	04	01	--
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	2011-12	UGC	4,75,000/-	3,92,500/-
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. 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	NIL	01	01	NIL	--
Sponsoring agencies	--	UGC	UGC	--	--

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College
 Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	-
	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
01	01	-	-	Mumbai	-	-

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	<input type="text" value="-"/>	State level	<input type="text" value="-"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

3.25 No. of Extension activities organized

University forum	<input type="text" value="-"/>	College forum	<input type="text" value="-"/>		
NCC	<input type="text" value="-"/>	NSS	<input type="text" value="04"/>	Any other	<input type="text" value="-"/>

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

- Free Computer Training Programme for people belong to BPL family was held for forty days.
- A special programme for physically challenged child was organised in Mamatha School Dhawad
- Our students took part in the 'World Population Day' rally on 11th July 2011.
- On 15th August 2011 Blood Donation Camp was organised jointly with Karnataka Institute of Medical Sciences (KIMS) Hubli.
- Free Health Check up camp was arranged at our NSS adopted village, Itigatti Dharwad. More than 200 villagers were given free medicines.
- AIDS Awareness Programme and Rally was organised at Itigatti village.
- Free Eye Check up camp was also organised during the NSS Camp at Itigatti village jointly with Vasan Eye Care Centre Dharwad.
- Domestic Animal Check up camp has been also organised at Itigatti village.
- Mr. Anand Waddar, NSS Volunteer of our college attended 'Republic Day Parade' on 26th January 2012 at New Delhi.
- Our NSS volunteers took part in Pulse Polio Programme organised by Government of Karnataka at Civil Hospital Dharwad.
- Our NSS Volunteers took part in 'Red Ribbon Express' and 'Health Awareness' Exhibition organised by Government of India on 7th April 2012 at Dharwad Railway Station.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities: Built up area 11142 Sq. Mtrs.

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	13449.81sq. mtr	--		
Class rooms	8412.18sq. mtr	--		
Laboratories	800 sq. Ft.	561 sq. Ft.	UGC	1361 sq. Ft.
Seminar Halls	--	--	--	--
No. of important equipments purchased (1-0 lakh) during the current year.	46	--		
Value of the equipment purchased during the year (Rs. in Lakhs)	9,61,023/-			9,61,023/-
Others	--	--	--	--

4.2 Computerization of administration and library

1. Library is partially computerised.
2. Payment of staff (Permanent) is paid through HRMs.
3. Admission process is partially computerised.
4. Data of various scholarship beneficiaries are maintained.
5. Scholarship applications are sent online.
6. Amount disbursement of scholarship is done through e-banking.
7. Verification of marks card done through e-mail.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	17664	14,99,506/-	762	1,08,511/-	18426	16,08,017/-
Reference Books	3081	2,46,613/-	62	15,391/-	3143	2,62,004/-
e-Books	3000	--	--	--	30	
Journals	34	18,461/-	02	15,103/-	36	33,564/-
e-Journals	1000	5,000(N list)	--	--	1000	5,000(N list)
Digital Database	--	--	--	--	--	--
CD & Video	587	3,639/-	51	--	638	3,639/-
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	62	02	03	--	--	--	--	--
Added	03	NIL	16	--	--	--	--	--
Total	65	02	19	--	--	--		

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

1. Orientation on creating e-mail ID and the use of internet on 12th February 2012.
2. Orientation on Power Point Presentation and Tele-Conference through Skype on 23rd February 2012.

4.6 Amount spent on maintenance in lakhs :

i) ICT	4,67,800/-
ii) Campus Infrastructure and facilities	4,30,156/-
iii) Equipments	3,37,237/-
iv) Others	--
Total :	12,35,193/-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- IQAC conducts Induction programme.
- It sends notice regarding the availability of various services like sports, library, computer activities of the association etc.

5.2 Efforts made by the institution for tracking the progression

- Keeps the database of students.
- Keeps the progressive records of the students.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
905 (825+80)			

(b) No. of students outside the state

NIL

(c) No. of international students

NIL

Men	No	%	Women	No	%
	527	58.23%		378	41.77%

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
396	57	24	442	06	925	381	69	25	422	08	905

Demand ratio: 672 Applications

Dropout % : 6.79

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

1. An Orientation for competitive examination was conducted on four Sundays to equip the students to face competitive examinations.
2. A Technical Workshop on 'Creative Memory Management' in order to develop concentration, method of reading text-books, preparing for any competitive examinations etc. was conducted on 26th February 2012.
3. A coaching on 'Aptitude Test' comprising of general science, general mathematics, general English, computer applications was conducted on 2nd March 2012.

No. of students beneficiaries

400

5.5 No. of students qualified in these examinations

NET	<input type="text" value="--"/>	SET/SLET	<input type="text" value="--"/>	GATE	<input type="text" value="--"/>	CAT	<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

1. A special counselling facility is provided separately for male and female students.
2. Experts in the field of health aspects like adolescence problems, personal problems etc. were covered under the same.
3. Students of our college were deputed to participate in the workshop on 'Preparation for Management Examination' which is organised by B.S. Akkihal Institute of Management on 6th March 2011.
4. 150 students took part in the seminar on 'Career in Media and Entertainment' which is conducted by 'Balaji Telefilms Ltd.' Mumbai in our college on 25th March 2011.
5. 130 students participated in 'Jnan Youth Training Programme' which is organised by Adept Business School, Dharwad on 25th April 2011.
6. B.Com and B.C.A. students of our college attended the Campus Interview which was organised by the various companies like WIPRO, INFOSYS, i-GATE, TCS, TECH MAHINDRA. Nearly 35 students were recruited.
7. 150 students attended the 'LEAD Programme' organised by Deshpande Foundation in BVB College, Hubli, where in our students could interact with the Founder of Infosys, Sri. Narayan Murthy.
8. 140 students attended the Campus Interview conducted by Global Business School, Hubli wherein 20 students got selected,
9. A Talk on 'Career Opportunities for Commerce Students' (CA CS) was held on 23rd February 2012. Sri. Naveen from Hyderabad was the resource person.

No. of students benefitted

500

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
--	--	--	35 Students

5.8 Details of gender sensitization programmes

- Lectures are arranged on care of girl child, dowry, women education, women empowerment, health and hygiene, counselling etc.
- The Ladies Association of our college chalk out very apt programmes for the girl students.
- Counselling classes are arranged by the college and trained lady counsellors from Family Planning Association of India, Dharwad, were invited regularly to counsel our girl students. They discuss the problems faced by girl students and provide remedial measures to their problems.

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	23	12,375/-
Financial support from government	608	10,31,102/-
Financial support from other sources	05	13,264/-
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:

1. Enhancement of safe drinking water facility.
2. Extended Computer Lab Facilities even on Sundays.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision: We intend to produce intellectually well-trained, morally upright, socially committed, spiritually inspired men and women for the nation in the contemporary scenario.

Mission: To achieve the vision through an orchestrated, institutionalised, and synergized institution process, pooling the resources – human and otherwise of all the stakeholders concerned.

6.2 Does the Institution has a management Information System

Principal sends Annual Reports of various activities of Departments and Institution to the Management. College is having an Internal Quality Assurance Cell (IQAC) wherein the principal is the Ex-Officio. The IQAC holds the meeting periodically and whenever necessary to review college activities and make appropriate suggestions. Information collected from all stakeholders including management representative is reported to the management to review various activities of the institution. The feedback is obtained from parents and eminent educationists who are invited to address our students and are kept open for inspection.

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

6.3.1 Curriculum Development

- Academic Calendar is chalked out in the beginning of the year and made known to the students through handbook.
- Grievances Redressal Cell functioning effectively.
- Students counselling cell working effectively.
- Academic monitoring by the principal – Department Meetings, Verification of Attendance Registers, Diaries, Conspectus etc.

Other Responsibilities Undertaken:-

- ‘TITIKSHA – 2012’ was conducted by our college to make the students industry ready.
- ‘Yuva Ranga Tarabeti Shibira’ was conducted during the month August 2012 to train the students in Theatre Events.
- Sports activities are being conducted regularly.
- Our college is chosen for conducting IAS/UPSE/KPSC/IBPS Examinations.

6.3.2 Teaching and Learning

- Institution is committed in providing qualified, devoted and experienced staff for effective, efficient transaction of teaching and learning process.
- Management has provided basic infrastructure, adequate and spacious class rooms, computer laboratory, library and other learning resources.
- Our college has adopted fear free effective teaching and learning system through audio-visual aids, LCD, OHPs, and other teaching aids.
- Induction Programme was conducted for the first year students in order to provide the information regarding course, semester examination, internal tests, facilities available in the college like library, laboratory, sports, cultural associations, scholarships, career guidance, higher studies competitive examinations, placement services etc.
- Teachers prepare semester-wise teaching plans i.e. conspectus in a designed format by the college.
- The team of Debaters and Eloquent was made to have regular debates and group discussions. The students were deputed to various colleges and institutions of Hubli-Dharwad and other cities of Karnataka to take part in the workshops, seminars, essay, quiz, debate and elocution competitions.
- Four students of our college were deputed to attend two days State Level Seminar on 'Human Rights – A Weapon of Democracy, Growth, Promotion, Threats and Protection' on 14th and 15th October 2011.
- Computer Typewriting Skills Programme was conducted from 13th February to 2nd March 2012.
- Three day workshop was organised on 15th, 25th and 26th February 2012 by our students. The various topics covered in this programme are 'Stock Exchange', 'Reserve Bank of India', 'Foreign Direct Investment', 'Industrial Policies' and 'E-Commerce'.
- An orientation was conducted on 21st February 2012 on 'Creating an e-mail Account' and 'Use of Internet' for the students.
- PPT and Teleconference programme was conducted on 23rd February 2012 through which our college students were oriented in Power Point Presentation.
- A technical workshop was conducted on 'Creative Memory Management' on 26th February 2012, to train the students as 'how to exercise left and right memory extensively' and given them tips on 'how to develop concentration', 'preparing for competitive exams' etc.

- Free Computer Training Programme was conducted for the people below poverty line. Around 50 candidates made best use of it.
- A programme for the special school children (Physically Challenged) was conducted in Mamatha School Dharwad.
- A unique programme was conducted to the students for getting the experience of watching and taking part in Video Conferencing.
- Students are made to write home assignments as per the University Guidelines in each semester.
- Interactive methods are being used for the students conducting seminars, discussions, case studies, role plays etc. aiming at improving the overall skills.
- Professionals like Chartered Accountants, Lawyers etc. are handling the relevant subjects of CPT Coaching Classes.

6.3.3 Examination and Evaluation

- Tests and examinations are regularly conducted as per the calendar of events.
- Sufficient time was spent to discuss shortcoming in the answer scripts.
- Error analysis and analysis of performance of the students is done soon after the tests.
- Evaluation of teaching performance of the teachers done twice in a year on ‘Ten-point scale’. After the analysis the strengths and weaknesses are made known to the teachers.
- Self-evaluation of the teachers is enabled through the prescribed format designed by the institution.
- Feedback is collected from the outgoing students i.e. from final year students.
- Feedback is also collected from the parents and alumnae.
- Our students have maintained excellent academic performance during this year also. And we have bagged four Ranks. Mr. Naveenchandra Hegde secured 2nd Rank, Mr. Pramod Kulkarni secured 4th Rank, Ms. Khushbu Rathod secured 5th Rank and Ms. Umadevi Lathurkar secured 8th Rank to Karnatak University, Dharwad.
- Ms. Dolly Ashwinkumar Yadav also bagged ‘Gold Medal’ by securing highest marks in Banking in B.Com Final Examination.

- 16 students of our college have secured Cent Percent (100/100) marks in different subjects.
- 06 students of our college passed CPT Exam.
- 03 students of our college passed CS Foundation Course.

6.3.4 Research and Development

- Faculty development is a regular and continuous programme. The needs of the faculty developments are assessed on the basis of self evaluation report and feedback from the students, self motivation by staff and also the statutory norms of UGC/Government.

For ensuring the professional development of the faculty the college has undertaken the following measures:

- The members of the staff are deputed to undergo Orientation and Refresher Courses on need basis.
- On rotation basis, the faculties were deputed to attend the workshops / seminars / conferences etc.
- The faculty members are deputed to undergo training and skill enhancement programmes etc. organised by the colleges, university.
- The faculty members are also deputed for higher/advance studies namely M.Phil., Ph.D. under Faculty Improvement Programme based on rules and regulations of UGC. However, the college has policy to encourage individual staff members to undergo such advanced studies under Non-FIP Schemes also.
- Delegation fees, travelling allowances for the faculty participating International, National, State Level Seminars, Workshops, Conferences are paid out of College / UGC Funds.
- Staff members are encouraged and motivated to publish the articles in the reputed and well-known Journals.
- Appreciation is made by the Principal to the staff whose performance is worthy.
- Staff members are motivated and encouraged to participate and present the papers in workshop, seminars and conferences.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library: College library is well equipped and partially automated. The description of the library is as under;

- The carpet area of library is 1447.50 sq. Feet.
- Total number of books in the library – existing 20632 and newly added 824.

Additional facilities available at library:

- Internet facility, Reprographic facility, UGC Book Bank, NSS Book Bank etc.
- A set of books is given to the students scoring 75% and above, physically disabled students, SC/ST/OBC students and University Blues.
- Career section, display of new arrivals, competitive books section etc. are made available for the students.
- Rs. 25,700/- has been spent towards the purchase of newspapers, magazines and journals etc.

Computer Laboratory: We have well equipped computer laboratory with 50 computers. Our computer Laboratory is further extended and 10 more computers have been installed this year. It is kept open during the vacation also to facilitate students. Internet facilities provided to the staff and students.

Physical Infrastructure: College is located in heart of the city having the campus area of 06 acres with a plot area of 13,449.81 sq. mtrs.

We have well furnished class rooms, well equipped library, laboratories, ladies room, common staff room, separate cabins for HODs, Lady Staff, sports room, NSS Office, Administrative office, Gym.

ICT: Teaching Aids like LCD, OHP, Projector etc.

- Common facilities like well equipped Gym Hall, Playground, Function Hall.
- Other facilities like Safe Drinking Water, Coin Telephone, Indoor Games, Medical and First Aid.
- Provision is made for additional toilet facilities for both boys and girls.
- Hostel facilities for boys and girls are provided by the management.
- Additional Infrastructural Facilities:

6.3.6 Human Resource Management

Teaching: Performance assessment of the faculty members is done through obtaining feedback from the students and also from self appraisal method, work diary, conspectus. Further these reports are evaluated by the HODs and Principal. The Principal gives detailed information about performance assessment to IQAC.

Non-Teaching: The office work is distributed and assigned to office staff and menial staff. The work is monitored by Office Superintendent (In-charge) and Principal and feedback is obtained and necessary actions will be taken on the basis of feedback to improve the quality.

6.3.7 Faculty and Staff recruitment

The management is fully responsible for recruitment and detainment of faculty. The Head of the Institution provides necessary and useful information to the management whenever vacancies arise. The appointment of faculty is made by the BMHEC's Management as per the norms laid down by the Government of Karnataka, UGC and University.

The teaching workload is distributed among the regular and full time faculty appointed by the Management. In case there is any workload arises, part time/guest faculty will be appointed by the Head of the Institution under the intimation and permission from the Management.

In the case of appointment of full time faculty supported by Management, the process of centralised interview is followed. But in the case of temporary appointments, the selection is done by local committee consisting of Management Representatives, Principal and Heads of the Department.

6.3.8 Industry Interaction / Collaboration

Students are taken to industry to expose them to the functioning of industries for firsthand experience.

6.3.9 Admission of Students

Admissions are done as per the guidelines given by the Government. Selections of the students are done on the basis of their Merit. The cut-off percentage of marks of merit list is 80%

Total Number Admitted:

GM – 299 SC – 64 ST – 24 Others – 438

Teaching	
Non teaching	
Students	

6.4 Welfare schemes for

Teaching:

- Newly appointed faculty are deputed to Orientation Programme and Refresher Course to achieve Academic Excellence and Teaching in the respective subjects.
- The faculties are deputed to attend Conferences, Seminars, Workshops, with the financial assistance every year.
- Promotion is given to the staff whenever they are eligible. The institution encourages for the Research Projects i.e. Major and Minor Project and also for publications in Reputed Journals.
- Honouring the staff for their meritorious achievements.
- The college has an employee's Co-operative Credit Society. This provides financial assistance to the staff.
- Staff members are encouraged to undertake research under Faculty Improvement Programme.

Non-Teaching:

- Promotion is given to the non-teaching staff whenever they are eligible.
- Non-teaching staff members are also deputed to the training courses organised by the different colleges.

Students:

- A set of books will be issued from library to the students who scored 85% and above.
- A set of books will be issued to the SC/ST/Physically Handicapped Students/University Blues/State Level Players/Outstanding Sportsman.
- The highest scorer student will be felicitated in valedictory function of the college and his/her name will be written on the 'Roll of Honour' board of the college and also top scorer will be given Cash Prize.
- To encourage the meritorious students, Alumni Association of our college also award cash prizes.
- Necessary support is given to the students in getting placed in reputed companies through career guidance and placement cell.
- Academic Excellence Award is given to highest scorer in B.Com and BCA Courses.

- Medical check up facility is arranged regularly.
- Various scholarships are given to poor/meritorious/SC/ST/Physically Disabled/OBC etc.
- Special coaching is provided to prepare our students to face competitive examinations.
- Arrangement is made to provide the facility of concessional bus pass.

6.5 Total corpus fund generated

- Our institution does not receive any donations/gifts for the college maintenance.

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	LIC	Yes	Principal and Management
Administrative	Yes	LIC	Yes	Principal and 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?

- The university has introduced semester system.
- The OMR sheets are used for testing subjects like Indian Constitution, Environmental Studies etc.
- The whole process of examination (i.e. application form, candidate list, results) is carried out through website.

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

- Encouraging to go in for autonomy.
- Educating the Heads of the Institutions the advantages of getting autonomous status.

6.11 Activities and support from the Alumni Association

- Every year Alumni Association felicitates outstanding students for their academic and non-academic achievements.
- It also felicitates Champion of Annual Sports Meet by giving cash award.
- It is offering expertise in career guidance programmes especially to students pursuing CA CS and other courses.
- Alumnae of our college, Sri. P.M. Mudigoudar, Sri. Subhas Patil Leading Chartered Accountants of Dharwad, regularly guiding our students who are interested in pursuing CA, CS, CWA Courses.
- Sri. Basavaraj Bikkannavar is the working President of Alumni Association of our college. He is also the former Syndicate Member of Karnatak University Dharwad., who has been rendering his services in academic and non academic matters.

6.12 Activities and support from the Parent – Teacher Association

- Conduct awareness programmes related to careers like CA, CPT etc.
- Training being offered for sports, cultural activities.
- Special lectures by some parents.

6.13 Development programmes for support staff

- Facilitates for interaction with experienced staff from other colleges.
- Orientation by Software Engineers regarding use of technology.

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

- Use of solar energy.
- Providing Tender Coconut to Guests instead of cold drinks.
- Using more wooden furniture than metal / plastic material.

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.

- Training in the *Computer Typing Skills* to accelerate the typing of the material was conducted for students from 13th Feb.2012 to 2nd March 2012 (18 days). As many as 60 students made the best use of it. The feedback of the students reveals the usefulness of the new venture.
- The institution thought of continuing the practice of conducting Basic English Grammar and spoken English classes for the first year degree students coming from rural areas during this year also.
This has been yielding fruits in the better expression. The students do acknowledge the usefulness of the programme throughout their career.
- During the year nearly 90 students were deputed to various academic and non academic programmes/ workshops/ training which widened their horizon of their knowledge. *This has had the positive impact on the academic and cultural performance of the students.*
- A workshop was conducted by Rangayana wherein nearly 30-40 students underwent the training for about 25 days and the students presented a drama on the final day which won appreciation from one and all.
The training being offered by the college in the dramatic arts is being exhibited in the good performance in all, the dramatic events in the Karnatak University Youth Festival and in other open competitions. This has created a legacy of expression of good dramatic talents exhibition all these years.
- *One Day Workshop on public speaking* was organised on 4th Sept. 2012. The students were not only exposed to the models of good speeches but were given Platform to exhibit some of the learnt skills before others.
The impact of the workshop could be seen in the good performance in all the literary activities throughout the year (debate, elocution, presentation of papers, compeering, etc.)

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

- Conducting of Basic English Grammar and Spoken English Classes for the first year degree students coming from rural areas.
- The institution planned to organise a workshop on dramatic arts workshop during this year also to foster the dramatic talents of the students especially the new entrants to the college.
- Need for training in Typing Skills to accelerate the typing of the material was felt by the institution.
- The institution made a policy to depute as many students as possible to various colleges/ institutions of leaning/training organisation to expose students to new learning/training of skills.
- The institution thought of continuing the practice of conducting the Workshop on Public Speaking *this* year too.

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

- 1) Conducting of Basic English Grammar and Spoken English classes for the first year degree students coming from rural areas.
 - 2) Organising workshop on dramatic arts to foster the dramatic talents of the students especially the new entrants to the college.
- The above best two practices are presented in the NAAC format at the end of the report.***

****The details in annexure 3 and 4 (annexure need to be numbered as i, ii,iii)***

7.4 Contribution to environmental awareness / protection

*Participating in the rallies/ awareness pertaining to hazards and measures of environment.

7.5 Whether environmental audit was conducted? Yes No

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

- Individual teachers administer questionnaire seeking the feedback on their teaching and learning performance at the end of each semester.
- The institution has been striving hard to enhance the internet facilities to students year by year thereby making students computer friendly.
- Encouraging the teachers to make best use of technological devices such as LCDs and OHPs extensively. It has been observed by the head of the institution that both teachers and the students have been utilising the technological device extensively.
- Poor Aid Scholarship is granted to the poorest of the poor students of our college.

8. Plans of institution for next year

1. To enhance infrastructural facilities.
2. To provide remedial coaching to the academically weaker students.
3. To continue the Common Proficiency Test (CPT) coaching classes.
4. To conduct workshop on Public Speaking/Personality Development/Dramatic Arts and others.
5. To organise National Seminar/Conference/Workshop etc.
6. To continue the publication of Bi-Monthly CSI-News Bulletin.
7. To seek grants from UGC for conducting career oriented course and certificate course.
8. To revitalize the Career Guidance and Placement Cell Activities.
9. To organise Computer Literacy Programme.

Name: Dr. C.H. Patil

Name: Dr. I.S. Malekar

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Annexure 1

IQAC ANNUAL PROGRAMME FOR THE YEAR 2011-12

Establishment of IQAC	:	10 th December, 2006
Co-ordinator	:	Dr. A.R. Wadakannavar
Principal	:	Dr. I.S. Malekar
Members	:	Prof. C.M. Kotturshettar Dr. S.N. Hanchinmani Prof. B.F. Gamanagatti
Alumni	:	Sri. Basavaraj Bikkannavar Sri. Vinay Hebbal Sri. P.M. Mudigoudar Sri. Subhas Patil Prof. V.V. Patil Prof. B.S. Patil
Students	:	Miss. Nutan Prabhu Miss. Bhargavi Dhawale Mr. Bharatesh Sangalagi Miss. Sumalata Patil Mr. Sangamesh Hugar Miss. Vani Bhat Mr. Vishwas Misqith Miss. Shanta Meti
Faculty	:	Sri. B.C. Sakkari Smt. P.S. Hombal Prof. (Smt.) R.B. Sakkari Prof. C.H. Patil Prof. S.V. Hegadal Prof. B.V. Kapparashetty Prof. G.V. Kokkalki Dr. G.M. Hugar Prof. (Smt.) Manasa C. T. Sri. S.R. Williams Sri. Suresh Maben Prof. (Smt.) S.R. Haliyal
Administrative Staff	:	Sri. S.J. Dandin Smt. L.R. Soans
Technical Staff	:	Smt. J.P. Goni
Management Representatives	:	Sri. R.S. Jogul
External Experts	:	Prof. Y.M. Jayaraj
Stakeholder	:	Dr. V.M. Korvi
Industrialists	:	Sri. Mahesh Bellad
Community Representative	:	Rev. D.T. Konesagar

CALENDAR OF ACTIVITIES OF IQAC PROPOSED FOR THE ACADEMIC YEAR 2011-12:

1. To enhance infrastructural facilities.
2. To provide remedial coaching to the academically weaker students.
3. To continue the Common Proficiency Test (CPT) coaching classes.
4. To submit the proposal for 'Minor Research Projects' and to seek grants from the UGC.
5. To conduct workshop on Public Speaking/Personality Development/Dramatic Arts and others.
6. To organise National and State Level Seminar/Conference/Workshop/Commerce Fest etc.
7. To continue the publication of Bi-Monthly CSI-News Bulletin.
8. To seek grants from UGC for conducting career oriented course and certificate course.
9. To revitalize the Career Guidance and Placement Cell Activities.
10. To organise Computer Literacy Programme.

PROGRAMMES CONDUCTED DURING THE ACADEMIC YEAR 2011-12 AS PER THE IQAC COMMITTEE PROPOSALS:-

1. State Level workshop conducted on 22nd September 2011 on the topic 'Communication Skills: Corporate Perspective'. Ms. Vasanti Hariprasad, Journalist was the key note speaker.
2. National Level Seminar was organised on 23rd September 2011 on the topic 'Challenges of Co-operative Sector in India'. Dr. Yashwant Dongre, Registrar, Vijayanagara Shri Krishnadevaraya University Bellary was the key note speaker.
3. One day state level Commer Fest 'TITIKSHA – 2012' held on 19th February 2012.
4. 'Yuva Ranga Tarabeti Shibira' was inaugurated on 23rd August 2011.
5. Computer Literacy Programme' was organised in the month of July 2011 for forty days to nearly 50 participants drawn from BPL family from slum area. The persons who had not touched the computers were excited to work on them.
6. A programme for Special School Children (Physically Challenged) was continued this year also in Mamatha School Dharwad.
7. A crash course on 'Basics of English Grammar was conducted in July – August 2011 for forty days to those students coming from rural background and kannada medium.
8. Workshop on dramatic arts was also conducted this year for 25 days.
9. Information Science Forum arranged 'Video Conferencing' programme to our students.
10. A special coaching was conducted for 4 Sundays on 'How to prepare for Competitive Examinations'.
11. CPT coaching classes have been continued to train the students in order to prepare them for CA preliminary examination.
12. UGC sanctioned fund to start the certificate course in 'Business Communication Skills' this year also.
13. One Day Workshop on public speaking was organised on 4th Sept. 2012.
14. Three day workshop was organised on 15th, 25th and 26th February 2012 by our students. The various topics covered in this programme are 'Stock Exchange', 'Reserve Bank of India', 'Foreign Direct Investment', 'Industrial Policies' and 'E-Commerce'.
15. An orientation was conducted on 21st February 2012 on 'Creating an e-mail Account' and 'Use of Internet' for the students.
16. PPT and Teleconference programme was conducted on 23rd February 2012 through which our college students were oriented in Power Point Presentation.

17. A technical workshop was conducted on 'Creative Memory Management' on 26th February 2012, to train the students as 'how to exercise left and right memory extensively' and given them tips on 'how to develop concentration', 'preparing for competitive exams' etc.
18. Computer Typewriting Skills Programme was conducted from 13th February to 2nd March 2012.

Annexure 2

CSI College of Commerce, Dharwad

Analysis of responses of out going students for the year 2011-12

SI No	Item	Very Good	Good	Average	Poor	Very poor
1	Academic Content	39.5%	55%	5.5%		
2	Usefulness of teaching materials	25%	55%	20%		
3	Usefulness of study groups in further learning	24%	48%	25%	3v	
4	Timeliness of practical work	18%	48%	30%	4%	
5	Giving and getting helpful feedback	31%	45%	22%	2%	
6	Fairness of evaluation	20%	60%	17%	3%	
7	Interaction with faculty	25%	45%	25%	5%	
8	Interaction with administration	30%	46%	20%	4%	
9	Library facilities	41%	40%	15%	4%	
10	Computer facilities	37%	43%	19%	1%	
11	Recreational facilities	17%	54%	27%	2%	
12	Extra- curricular activities	36%	39%	24%	1%	

Annexure 3

BEST PRACTICE IN THE INSTITUTION:-

1. Title of the practice: Conducting Basic English Grammar and Spoken English Classes for the First Year Degree Students coming from Rural Areas.
2. The context that required the initiation of the practice

Having been moved by the dire need for required proficiency in English linguistic abilities among the First year B.Com. students of our college, especially those coming from the rural areas and from Kannada medium schools, we ventured on this project of designing and conducting the short-term course in 2002-03. It was refined and modified and institutionalized in the next two years.

Nearly 1/4 of the B.Com.-I students entering into the portals of our institution are found to be weak in expressive skills like writing and speaking skills, which hinder them from achieving excellence in their academic performance. This we perceived, hinders them from keeping pace with other students who come from the English medium schools and from the urban backgrounds. A course like this will equip them with the required linguistic abilities. Besides this academic aspect, this course will reduce inferiority complex of the target group to a large extent. The three - year experience of the institution has been quite exciting and encouraging.

3. Objectives of the practice:

To enable the first year Degree students to develop communication skills in English to be able to communicate fairly well for academic purposes and to transact effectively in English in their day- today- activities.

To integrate them into the main line of average students. Thus it was aimed at helping them in the academic excellence and also in equipping them with necessary linguistic skills for their day-today life.

4. The practice :

Criterion for the Selection:

Students scoring less marks i.e. below 50% in the previous class i.e. in II PUC examination, were short-listed for the remedial classes.

ii. The students coming from the rural background and those who have had their education in kannada medium schools were given first preference ..

Duration: Four weeks (About an hour and a half each day for one month)

Basic Premises: The communication will be effective if the learners are well-grounded in the Basic English Grammar.

Designing of the Course Material:

The course material was designed by the teacher of the college himself keeping in view the needs of the target students. Though it a short-term course on - communicative skills, where expressive skills are stressed, provision is made for the academically weak students to learn some basics of English grammar and to unlearn' the things learnt wrongly. However the teaching of grammar, here is not on the conventional lines but to enable them to express themselves more effectively. (*The details of the Course Content are found in appendix I*)

e) The Resource person:

The teacher having had the wide experience of designing a full-fledged course on the Proficiency course in English for Graduates in Karnataka as a part of the Thesis for which he was awarded the Ph. D from the Karnatak University, Dharwad, tailored the material to suit to the actual needs of the target group. (*The Source of the Course Material are found in Appendix II*)

f. The Methodology Employed:

Interactive methods Working with worksheets

- (a) individually
- (b) in pairs
- (c) in groups

Role plays Home assignments to be done at home for half an hour for supplementing the things learnt in the class Work sheets specially prepared for the course were used to enable the students to learn by interacting with them. The students were made to read the dialogues / conversations given in the form of handouts either in pairs or in the groups of 3-4. The role plays were also the part of the course. In the first few classes of the Spoken English. The students were made to say aloud along with the teacher as uttered by the teacher in the audio cassettes, looking to the word or sentences on the screen magnified by OHP while learning word accent, rhythm, intonation, etc.

5. Obstacles: Sometimes the college activities like Seminars/ Annual Days, Founders day affected in the conduct of classes.

6. Resources required:

Financial resources: For the preparation of the transparencies, worksheets, etc

Expertise: Well-trained person in ELT in the CIEFL or CIE, British Institutes. Availability of mechanical devices like Tape Recorder, OHP, Audio Cassettes [from CIEFL, Hyderabad].

Pronouncing Dictionaries. Worksheets/Handouts Prepared-the purpose, Extracts of conversations/dialogues from for different books of Spoken English (*Refer Appendix II*)

7) Evaluation of the Course:

An evaluation sheets covering the following aspects, were given to give each student to feedback about the course at the end of the Course. Usefulness of the Course as a whole the usefulness of the package of the Basic English Grammar offered in the 1st week of the Course. The helpfulness of the cassettes while learning the Spoken English. The individual care offered by the teacher. The usefulness of the handouts and worksheets in the course. It also sought their opinion whether the given handouts would be of any use even after the course. The teacher also sought to gauge interest in improving their proficiency even after the completion of the course by using the recommended books and other material. The teacher also invited the students to rate the resource person in terms of grades in four areas namely,

Mastery of the subject

Use of audio visual aids

Methods employed

Commitment to the work

Most of students expressed the usefulness of the course and showered thankfulness for conducting such a course. (A sample of the evaluation sheet is enclosed under the Appendix III)

8. About the institution:

Name of the Institution: CSI College of Commerce, Dharwad.

Year of Accreditation: April 2006, B++

E-mail: principal @csicc.in

Contact person for further details :

DR.I.S.Malekar

Principal, Gr-I

CSI College of Commerce, Dharwad-580001

Karnataka.

Phone No : 0836-2747029/2740871

Annexure 4

Best Practice in the Institution (2)

1) Title of the practice:

Organising workshop on dramatic arts to foster the dramatic talents of the students especially the new entrants to the college.

2) The Context that required the initiation of the practice:

The institution has made a name in the cultural field all these year. It is in the front lines especially in the dramatic events. Nearly 15-20 students with some dramatic skills do join our college. Hence it was thought to organise workshop on dramatic arts every year. This would integrate the fresh students with the senior students and thus lead to form a group of about 30-40 students to enable the instruction to present full-length drama every year not only in our city but also outside our city.

3) Objectives of the practice:

To enable the students to develop in the dramatic arts.

To sharpen/ polish the talents of the students to glow more.

To mould the personality of students through drama and enable them to develop life skills

4) The practice:

a) Criterion for selection:

Every year the fresh students with dramatic skills/ or interested in developing dramatic skills are informed to register their names with the chairman of the Fine Arts Committee. Nearly 30-40 students enrol for the workshop. The well – established govt. institution coming under the Kannada and Cultural Dept. Govt. of Karnataka by name – Rangayana comes to our help every year to train our students.

b) Duration: One of the trained Director of the Rangayana staff conducts the workshop for about 20-25 day.

c) Basic premises : A systematic, full pledged workshop would train the students in developing the skills in the new entrants and sharpen the skills in the talented students.

d) The design of the course:

The whole course has the following components designed by the experts:

Voice training:

Delivery of the dialogues; Movements on the stage: Songs/ music on the stage

e) The resource persons: The staff of the Rangaayana--The well – established govt. institution coming under the Kannada and Cultural Dept. Govt. of Karnataka.

f) The methodology employed: Brief theory of each component, Reading of the dialogue, Practice of specific illustrative scenes, Final rehearsal.

5) Obstacles: The time is the constrain. As, a lot of time is required at the production of the drama it is difficult for the students to manage the time.

6) Resources required:

Financial resources: Remuneration for the trainer, refreshments/ food for the participants/ printing / Xeroxing of scripts, etc.

Expertise: to train the participants, Availability of big hall/ auditorium, Some teachers to supervise.

7) Evaluation of workshop:

The performance of the student artists is the best indication of the performance.

The students do express that invariably the workshop changes their whole personality and thus endorse the idea- *Drama for life*.

They also opine that besides being trained in dramatic arts they also imbibe certain life skills like empathy, decuple, tolerance, forbearance, respect for each other, etc. “Our whole

personality is changed after the workshop” is the usual comment of the participants of the workshop. There are instances where the students have expressed their good opinion about the college in the public performances.

8. About the institution:

Name of the Institution : CSI College of Commerce, Dharwad.

Year of Accreditation : April 2006, B++

E-mail : principal @csicc.in

Contact person for further details :

DR.I.S.Malekar
Principal, Gr-I
CSI College of Commerce, Dharwad-580001
Karnataka.
Phone No : 0836-2747029/2740871

C.S.I. PHOTO GALLERY

PRIDE OF OUR COLLEGE



Mr. Naveenchandra Hegde
2nd Rank to Karnatak University



Mr. Pramod Kulkarni
4th Rank to Karnatak University



Miss. Khushbu P. Ratod
5th Rank to Karnatak University



Miss. Umadevi Laturkar
8th Rank to Karnatak University

Gold Medal in Final Year Advance Banking



Miss. Dolly Yadav

Students Passed CPT Examination



Ms. Soumyashree H.



Mr. Anant Hedge



Mr. Mahadev J.



Mr. Vivek Hegde



Mr. Prabhu Nyamati



Mr. Basavaraj Nyamati

Students Passed CS Foundation



Ms. Vinuta Bhujang



Mr. Manjunath Hosamani



Ms. Vidyashree N.G

State Level Workshop



Rt.Rev. J. Prabhakara Rao Bishop, K.N.D., C.S.I. President BMHEC Dharwad Inaugurating State Level Workshop

National Level Seminar



Prof. C.M. Kotturshettar Inaugurating National Level Seminar

Titiksha-2012 Commerce Fest



Dr.R.L Hyderabad H.O.D of Commerce of K.U. Dharwad Inaugurating State Level Commerce Fest.



Winners Receiving Championship Trophy from the Guest Dr. S.G. Hundekar and Shri. Mahesh Mashal

NSS



NSS Activities



Debate Union and Study Circle



Prof. (Smt.) Manasa C.T. Welcomes the Chief Guest



Smt. Nalini Dharwadkar Inaugurates Late. R.S. Bangera Memorial Elocution

SPORTS



Women's Netball Team

