



## Anjuman-e-Islam's

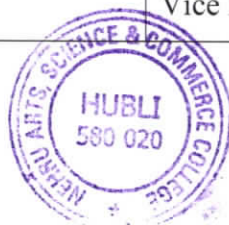
### NEHRU ARTS, SCIENCE AND COMMERCE COLLEGE GHANTIKERI, HUBBALLI-580 020 (Re-Accredited with 'A' Grade by NAAC -3rd Cycle)

#### IQAC REPORT: 2020-21

Internal Quality Assurance Cell (IQAC) was established in our institution on 15-06-2015 with the soul aim to sustain the quality of education. Since quality enhancement is a continuous process, the IQAC has become a vital part of our institution's quality assurance system and work towards ensuring quality enhancement and sustenance. The major aspect of IQAC is to develop and encourage a system for conscious, consistent and catalytic improvement in the overall performance of the institution. The IQAC Cell has been promoting quality culture in our institution with the support of all the stake holders. As per the guidelines of NAAC, IQAC of our institution has been updating to render the service to all the stake holders and it has encouraged all the departments to conduct various webinars, workshops, certificate courses, competitions, special lecture series through online mode due to Covid 19 pandemic situation. In response to the suggestions given by IQAC, all the departments have organised more than twenty five various International, National and State Level Webinars, Competitions, skill development and experiential programmes and many more activities. We have framed IQAC Cell consisting of 20 members from different stake holders to run the academic activities and programmes of the institution smoothly.

#### COMPOSITION OF IQAC FOR THE YEAR 2020-21

S.No	Name	Designation
1	Shri.Syed Feroze Ahamed	Chairman
2	Shri Mohammed Yosuf C. Savanur	President, Anjuman-e-Islam, Hubli Member from the management
3	Dr.M.S.Yatnatti	NAAC Co Ordinator
4	Dr.Asha N..Rabb	Ex Officio
5	AQAR Coordinatr 2020-21	Dr.S.M.Chillur
6	Dr.S.I.Kalakannavar	Sr.Member Teaching Faculty
7	Dr.R.A.Mulla	Vice President, College Debating Union



8	Dr.S.M.Navalgund	Student Welfare Officer
9	Shri.T.V.Marigoudar	NSS Officer
10	Lt.Dr.Imam Hussain Mirji	Associate NCC Officer& ICT Coordinator
11	Dr.I.M.Makkubhai	Physical Education Director
12	Shri A.I Asundi	Office Superintendent
13	Dr.K.I.Bijapur	Member, from the society
14	Dr.Shersha Kammar	Member from the medical field
15	Shri.Rabbani. Majidandi	Chartered Accountant (Alumni)
16	Shri.Nazeersab Chikkeri	Parent
17	Dr.R.F. Ankalgi ESSAR Laboratory and Research Centre, Hubballi	Member from Industry
18	Girish Mane, V Tech Industry, Hubballi	Member from Industry
19	Miss.Rubina Shirodagi	Student Representative
20	Shri Rajshekhar Patil	Consultant and Motivational Speaker

After its composition, IQAC has conducted five meetings during the academic year 2020-21 for the overall development of the institution.

### **First IQAC meeting: Thursday 08-09-2020**

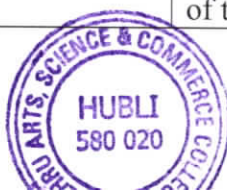
<b>Agenda of First Meeting</b>	<b>Action Taken</b>
To read and confirm the minutes of the IQAC Meeting	The minutes of the last meeting were read and confirmed
To discuss the design and implementation of Annual Plan of Action for the institution level activities for the enhancement of quality education through online mode due Covid 19 Pandemic situation.	The Annual Plan of Action is designed to create the learner centric activities through online mode by conducting various academic and extra academic competitions
To prepare Academic Calendar of Events for the year 2020-21	The meeting was conducted to prepare the academic calendar of events. All the members of IQAC were invited and chalked out the calendar of events for the year 2020-21 after thorough discussion
To visit the feeding centres (PU Colleges) in and around Hubli city to motivate the students to get admission in our college	It was decided to visit the feeding PU colleges in and out of Hubli city to get the number of students. Accordingly, All the teachers were given the list of PUC II passed out students of other colleges of Hubli, Kundgol, Kalghatagi and Navalgund. The teachers personally visited other colleges and motivated the students to get



	admission in our colleges by giving information and brochure of our college.
To inform all the teachers to get Covid test compulsorily	It is resolved in the meeting that all the teaching and non-teaching staff should get Covid Test compulsorily. The principal invited the health department team to our campus for the same reason
To create awareness among the teachers and students about the precautions to be taken to face pandemic situation.	It was decided in the meeting that all the teachers and students should follow the SOP of Government regarding Covid 19. Accordingly, our teachers were informed to engage online classes.
To collect feedback from the stake holders	It was resolved .to review and analyse the feedback given by the stake holders and it is decided to solve the issues if any by strengthening the work culture of the students.
To involve the staff and students in teaching-learning process through online mode itself	It was decided in the meeting that all the staff members to go for online mode of teaching
Any other matter with the permission of the chair	Gender equity programmes have to be undertaken periodically by all the stake holders

### Second IQAC meeting: Wednesday 18-11-2020

Agenda of the Meeting	Action Taken
To discuss about the plan of conducting the Personality Development Programme for both teaching and non-teaching staff	The committee took the decision to conduct Personality Development Programme for all the staff members by inviting professional trainer. Accordingly, Shri Rajshekhar Patil was invited to talk on Inner Dynamics of One Personality
To fix the date for conduct of one day workshop on Neuro Linguistic Programming	It was resolved to organise One Day Workshop on Neuro Linguistic Programming through IQAC. Shri. Suresh Rao, a professional trainer was invited as the Resource person. All the teaching and non-teaching staff attended the workshop.
To plan for the workshop on "The Role of Management in Higher Educational Institutions	It was decided to organise One Day NAAC Sponsored State Level Workshop on "The Role of Management in Private Aided Higher Educational Institutions on 10 <sup>th</sup> March 2021.
To make the list of invitees and resource persons for the workshop	It was resolved in the meeting with the principal and IQAC members that Dr Sajjad K is to be invited as the Keynote Speaker. Major Dr.M.F Ansari and Dr S.V.Hiremath are to be invited as the resource persons to deliver a talk on the theme of the workshop. Prof S.B.Nadagouda is to be



	invited as the chief guest for the valedictory function.
To plan for conducting online internal tests due lockdown	All the teachers were informed to conduct the Internal tests through online mode by using google forms
To plan for the birthday celebrations of the great leaders, literary figures and scientists	It was decided to go ahead with the celebrations of birth anniversary of Great leaders, Literary figures and scientists. English department promised to celebrate the birth anniversary of Rabindranath Tagore and William Shakespeare.
To organise PTA meeting through Online mode	It was decided to go ahead with the Parent Teacher Association Meeting through online mode. It was resolved to solve the issues of the students by calling them on phone or for contract classes.
To plan for the programmes of Literary Associations	It was resolved that all the Literary Associations, Science Association, Commerce and Ladies Associations to organise online programmes by inviting the resource persons through online.
To staff members to attend webinar, Refresher Courses, Orientation Courses etc.	It was decided that all the staff members are encouraged to attend online webinars, RC/OC/STC, PhD Course and Faculty Development Programmes etc.
To celebrate Rastriya Eikata Saptaha	It was celebrated

### **Third IQAC meeting: Wednesday 17-02-2021**

<b>Agenda of the Meeting</b>	<b>Action Taken</b>
To prepare the plan of action to organise OneDay State Level Workshop on The Role of Management in HEI's	It was decided to make different committees for the success of the Workshop on The Role of Management in Higher Educational Institutions. All the criteria convenors were made the heads of the different committees to make it successful.
To conduct various competitions under the auspicious of CDU and Gymkhana	All the chairmen and chairpersons were informed to conduct various competitions like debate, pick and speak, essay writing, poetry reading, paper presentations and sports etc.
To prepare the students to take part in competitive examinations/programmes and to encourage them to participate in various competitions in neighbouring colleges	It was decided to inform all the teachers to encourage the students to take part in the various online competitions conducted by other colleges. Accordingly, all the teachers encouraged the students and the students participated in the



	competitions.
To convene the meeting of HODs to inform them about changes in rules and regulations of NAAC	Meetings were conducted regularly with the HODs and NAAC Criteria Conveners.
To plan for various webinars on different themes	It was resolved to go ahead with various webinars, workshops, Quiz and Elocution Competitions.
To help the principal in the smooth conduct of semester end examinations	All the heads and teachers were informed to attend the examination duty compulsorily without fail
To help the students by conducting contract classes	It was decided to help the students by conducting extra classes either online or contract classes.
To support NSS/NCC/Red Cross Units	It was decided to support NSS/NCC/RedCross units to undertake extension activities like neighborhood awareness, Swachh Bharat etc.
Any other matter with the chair's permission	It was resolved to follow the SOP of Government by wearing masks and using hand sanitizer and maintaining social distance in the campus.  All the teachers were informed to create awareness among the students about healthy food, healthy mind due to Covid 19 situation.  ICT Room and Civil repair work was taken up.

#### Fourth IQAC meeting: Tuesday 11-05-2021 through Online

Agenda of the Meeting	Action Taken
To conduct add on certificate courses	It was decided to inform all the heads of the departments to conduct the certificates courses for the benefit of the students. Accordingly, some of the departments came forward with the agenda to start up the courses
To conduct one day workshop to enrich the work culture among the staff members	It was resolved in the meeting to go ahead for the One Day Workshop on "Explore Your Inner Dynamics to Enrich your Work Culture"
To plan for the workshop and finalise the resource person	It was well planned to distribute the work among the staff members to go ahead with the committees for the success of the workshop. It was decided to invite Shri Rajshekhar Patil, the professional trainer as the resource person.
To plan for the various webinars and workshops	It was decided to plan for more than 20 Webinars at National and International Level due to Lockdown. All the Heads of the Departments were informed to go for Webinars by sending the google forms to various students and teachers through WhatsApp groups, Mail and Telegram
To sanitise the whole campus at	It was decided to sanitise the whole campus and clean it



regular interval and follow the SOP of State Government	with water every alternative day
To encourage the staff and students to attend university level competitions and webinars through online	All the staff members and students were encouraged to attend university level activities, competitions and webinars. Staff should be encouraged to pursue PhD, NET and SLET
To encourage the staff to become office bearers in various bodies	The decision was taken to encourage the staff to become office bearers of various sports / academic bodies
Any other with the permission of principal	All the teachers were informed to engage the classes of the even semester through online from 17 <sup>th</sup> May as per University Circular  All the Heads of the Departments were informed to conduct online competitions and encourage the students It was decided to go for the preparation of AQAR 2020-21  It was decided to see the AQAR of 2019-20 for reference and go through the compliances sent by NAAC Office after submission of AQAR 2019-20

**Fifth IQAC Meeting: Tuesday 05-06-2021**

<b>Agenda of the Meeting</b>	<b>Action Taken</b>
To and confirm the minutes of the last IQAC meeting	The minutes of the last meeting were read and confirmed
To place the AQAR 2020-21 before the Education Board for sponsorship	It was unanimously decided to place the AQAR 2020-21 before the Education Board before uploading it online to the NAAC office
Any other matter with the permission of the chair	No matter is discussed and all the members of IQAC were satisfied with the performance IQAC in helping the stake holders
To have MOU with MANNU for study centre	Correspondance was done

In all the five meetings, IQAC has prepared the plan of action and outcomes for the year 2020-21

<b>S.No</b>	<b>Plan of Action in the beginning of the Academic Year</b>	<b>Achievements/Outcomes by the end of the Academic Year</b>
1	To conduct meeting regarding preparation of Calendar of Events for the year 2020-21	The meeting was conducted. All the members of IQAC were invited and chalked out the calendar of events for the year 2020-21
2	To visit the feeding centres (PU Colleges) in and around Hubli city to motivate the students to get admission	All the teachers were given the list of PUC II passed out students of other colleges of Hubli, Kundgol, Kalghatagi and Navalgund. The teachers



	in our college	personally visited other colleges and motivated the students to get admission in our colleges by giving information and brochure of our college.
3	To inform teachers to create awareness among the students about COVID 19 during lockdown through online sessions	Our teachers were informed to engage online classes to our students to create awareness about health, hygienic and safe stay at home during lockdown period.
4	To collect feedback from the stakeholders	Heads of all the departments were informed to collect the feedback from the students.
5	To conduct University Level Webinar on CBCS as it was implemented in Karnatak University	The Department of English in collaboration with Karnatak University English Teachers Forum organised One Day University Level Webinar on "Choice Based Credit System" on 24 <sup>th</sup> July 2020. Nearly 220 teachers of other colleges attended the webinar and they were given E-Certificate. Dr G.K.Badiger, Associate Professor and Head, Department of English, Govt. First Grade College, Dharwad delivered a talk on CBCS. It was conducted through zoom app and connected to YouTube, Live stream also.
6	To conduct Orientation Programme for Freshers	It was not conducted due to Lockdown.
7	To conduct Workshop on NEURO Linguistic Programming for Teaching and non-teaching faculty	One Day workshop on Neuro Linguistic Programming was organised through IQAC. Shri. Suresh Rao, a professional trainer was invited as the Resource person. All the teaching and non-teaching staff attended the workshop.
8	To organise One Day State Level Workshop on "The Role of Management in Private Aided Higher Educational Institutions" sponsored by NAAC Bangalore	One Day NAAC Sponsored State Level Workshop on "The Role of Management in Private Aided Higher Educational Institutions" was organised on 10 <sup>th</sup> March 2021. Nearly 100 teachers of other colleges participated in the workshop. Dr Sajjad K was invited as the Keynote speaker. Major Dr.M.F Ansari and Dr S.V.Hiremath were invited as the resource persons to deliver a talk on the given topics. Prof S.B.Nadagouda was invited as the chief guest for the valedictory function. All the participants were given certificates and they gave very good feedback about the workshop.
9	To conduct One Day Workshop to Enrich the Work Culture among the staff members	One Day Workshop on "Explore Your Inner Dynamics to Enrich Your Work Culture" was organised on 6 <sup>th</sup> April 2021. Shri Rajshekhar Patil was invited as the Resource person. All the teachers attended the workshop by their active participation and involvement in thorough discussion on the topic.
10	To organise Self-employable certificate courses by various departments under Learn and Earn	All the heads of the departments were informed to start add on or certificate courses for the benefit of the students of final year BA, BSc, B. Com, BBA and BCA. Department of English, Zoology, Botany, Urdu,



		Economics have conducted Self-Financed Certificate Courses
11	To establish MoU and linkages between institutes, industries and NGO	Department of English has got MoU with Vidyaposhak, an NGO and recommended poor and meritorious students for financial support. Five students are benefited with Rs.8000/ each.
12	To apply for funding agencies to organise workshops/seminars/conferences on various topics like IPR, E Governance, Nano Sciences, E Commerce, Research Methodology etc.	Applied for sponsorship to organise National Level Seminar on Intellectual Property Rights and E Governance but did not get the sponsorship. We organised a National Level Webinar on the same topic through online.
13	To encourage the teachers to publish more research papers in journals recognized by UGC.	All the heads of the departments and teachers were informed to publish research articles in UGC approved journals. Some of the teachers published articles in International Peer Reviewed Journals
14	To organise First Zone Karnatak University Youth Festival mega event for two days.	It was not organised due to Govt. SOP from Govt of Karnataka Covid 19 Pandemic.
15	To encourage NCC cadets and NSS volunteers to undertake extension and outreach activities	AIDS Awareness programme, Campus Cleaning Programme, Health Awareness Programme, NSS Day Celebration, Traffic Awareness programme were organised through online mode due to Covid 19 Pandemic.
16	To encourage the students to take part in competitions / events which will be organised through online/offline	Many students participated in intercollegiate competitions conducted by various colleges of Hubli Dharwad through online mode. Some of the departments conducted online competitions.
17	To celebrate the birth anniversary of literary figures and scientists to remember their contributions in the field of science and literature	Students' Paper presentation on William Shakespeare's Contribution to the World Literature on Celebration of 457 <sup>th</sup> Birth Anniversary on 23 <sup>rd</sup> April 2021 was successfully organised by the Department of English. Eight students were given topics related to Shakespeare's literary works. Each student presented a paper for 5 minutes and after all the presentations, Dr Asha N. Rabb summed up the papers and spoke as a Resource Person.
18	To encourage our college students and teachers to get involved in social activities which are beneficial to immediate neighbourhood of our college	AIDS awareness, Swachh Bharat Andolana, Cleanliness of their surroundings, Importance of education to children etc.
19	To invite other companies to create awareness among the students about job opportunities	Orientation Programme on Job Opportunities and Recruitment Process was conducted on 11 <sup>th</sup> Feb 2021. Shri Manjunath A.K. from Seaman Staffing Solutions, Hubli was invited to address
20	To organise job mela in / off the campus	Organise Job Mela
21	To encourage the departments to undertake teacher exchange and student exchange programme with	Some departments have undergone for teacher exchange programme with other colleges.





	other colleges.	
22	To organise Annual Sports, meet in the college campus both indoor and outdoor games.	Annual Sport Meet was not conducted due to Lockdown period (Covid 19) but we organised online physical fitness and yoga training programmes
23	To inform the literary, science, commerce, social science and ladies associations to conduct the special lectures by inviting experts in their subjects for the benefit of the students.	English literary Association was organised through online mode and Dr. Swapna Jadhav was invited as the Resource person to address the students.
24	To encourage the teachers to take up research work	A few of the younger faculty members have shown interest in undertaking research work
25	To invite eminent resource persons for enlightening the management, faculty both teaching and non-teaching towards the preparation for the revised SSR	Prof. Sajjad K, Dr.S. V Hiremath, Major. Dr. M.F Ansari and Prof S.B.Nadagouda were invited to talk on the various topics of NAAC
26	To discuss with the management and faculty in order to help the poor and the affected people during lockdown	Management has served the people by distributing the food packets to the poor and they have opened Covid Care Centre. Ambulance facility was given and staff also contributed in providing the food - packets.
27	To sanitize the whole campus and follow the Govt. SOP	Campus was sanitized and Govt. SOP was followed strictly in the campus
28	To organise vaccination drive in coordination with Health Dept	All the teaching and non-teaching staff, students were vaccinated
29	To get sponsor for a National level Conference by NCPUL	NCPUL has Sponsored Rs.100000/ to organise National Conference as per letter dated 30-11-2021
30	To get learner study Centre run by MANUU Moulana Azad National Urdu University	Communication is done and the LIC visited on 04-08-2021. The LIC is totally satisfied and in near future, we are expecting to get the centre.

IQAC Co ordinator

Principal



**PRINCIPAL**  
Nehru Arts, Science & Commerce  
Degree College, HUBBALLI-20.