



CANARA COLLEGE

Managed by Canara High School Association, Mangaluru
Reaccredited by NAAC and Affiliated to Mangalore University

Mahatma Gandhi Road, Kodialbail, Mangaluru – 575 003, D. K. Dist., Karnataka

E-mail : cnrcollege@yahoo.co.in

Ph. No : 0824 - 2492366

Web : www.canaracollege.com



INTERNAL QUALITY ASSURANCE CELL (IQAC)

Plan of Action towards Quality Enhancement and Action Taken for the Academic Year 2015-16

IQAC is pleased to share its Plan of Action towards quality enhancement and the Outcomes Achieved by the end of the Academic Year 2015-16.


Sl. No.	Plan of Action	Action Taken / Achievements / Outcomes
1.	Assignment of Academic and Administrative responsibilities to the staff for the AY 2015-16	Academic and Administrative responsibilities for the AY 2015-16 were assigned to the staff for the smooth functioning of the Institution.
2.	Preparation of Institutional Academic Calendar 2015-16	Considering the University Academic Calendar, the Institutional Academic Calendar was prepared.
3.	Coordination in the preparation of Departmental Calendar in sync with the Institutional Academic Calendar	Coordination was extended to all the departments towards the preparation of Departmental Calendar in sync with the Institutional Academic Calendar.
4.	Reconstitution of the composition of IQAC	The composition of IQAC was reconstituted with the change in the co-opted members.
5.	Make adequate financial provisions and prepare Annual Budget for the AY 2015-16	Financial provisions and Annual Budget for the AY 2015-16 was prepared.
6.	Develop Handbook for College Teachers	Handbook for College Teachers has been developed to ensure standard compliance and professional approach to suffice the need of documentary requirements.
7.	Initiate the publication of Half-yearly IQAC Bulletin "Kamadhenu"	"Kamadhenu" half yearly Bulletin of the IQAC has been published to apprise and cherish stakeholders' contributions and quality accomplishments of the Institute.
8.	Publish Mangala - the College Annual Magazine	Mangala – 43 rd edition of College Annual Magazine has been published and released.
9.	Prepare for the ensuing III Cycle NAAC Assessment and Accreditation process	<ul style="list-style-type: none"> A Training Session on "Preparations for Onsite NAAC Peer Team Visit" by Dr. G. N. Bhat, Former Principal, Canara College Mangaluru was held on August 08, 2015. Internal Mock Visit to appraise the preparations for NAAC Visit was held on August 24-26, 2015.

10.	Undergo III Cycle NAAC Assessment and Accreditation process	<ul style="list-style-type: none"> Onsite Peer Team Visit for III Cycle Assessment and Accreditation by NAAC was held on March 17-19, 2016. The college got re-accredited with 'B' Grade, securing 2.62 CGPA out of 4.
11.	Organization of Administrative Training Programme for Non-teaching staff	<p>Administrative Training Programme for Non-teaching staff has been organized.</p> <ul style="list-style-type: none"> Hands-on Training on Microsoft Excel by Mrs. Shailaja Kumari was organized on June 13, 2015.
12.	Organize Institutional Orientation Programme for first year UG and PG Students	<ul style="list-style-type: none"> Institutional Orientation Programme for first year UG students was held on June 13, 2015, at T. V. Raman Pai Convention Hall, Mangaluru, to formally induct the students about the institute, its code of conduct and general compliance. Orientation Programme for first year M. Com. students was held on August 07, 2015 in the College Seminar Hall.
13.	Organize Seminars / Conferences / Workshops	<ul style="list-style-type: none"> UGC Sponsored Two-day National Conference on "E-waste Management – Challenges and Opportunities" has been organized by Dept. of Business Management on September 03 & 04, 2015. Symposium on "Education in Assembly" and Release of Analytical Report was organized by IQAC in Association with SIO, Karnataka was held on September 14, 2015. Ammembal Subbarao Pai Memorial UGC Sponsored Two-day National Conference on "Micro Finance – Growth Engine for Rural Economy" has been organized by CASCMA on January 29 & 30, 2016. Moral Awareness Programme on "Rescue from Evils of Society" by Mr. Abhishek Clifford Jacob, CEO, Rescue Research and Training Charitable Trust, Mysore was held on February 19, 2016.
14.	Organize Special Talks / Invited Lectures / Awareness Programmes	Adequate number of Special Talks / Invited Lectures and Awareness Programmes by experts in the domain has been organized.
15.	Organize capacity building and skills enhancement initiatives	A number of capacity building and skill enhancement initiatives have been


		undertaken by various Departments and CC/EC Associations for enhancing students' competency.
16.	Timely updating of Institutional Website	Institutional website has been continuously updated from time-to-time.
17.	Introduce wide-range of Add-on / Certificate / Value-Added Courses	<ul style="list-style-type: none"> • Wide-range of Add-on / Certificate Courses focusing on employability and skill development has been offered. • 11 such courses have been offered during the year.
18.	Strengthen social initiatives through Extension Activities and Community Outreach Programmes	A wide range of social initiatives and need-based extension programmes have been carried out by the NSS Units of the college in the neighborhood community and also at the adopted village – Kodman.
19.	Strengthen of Student-Support Services	<ul style="list-style-type: none"> • Adequate initiatives have been undertaken to strengthen student-support services. • Continued assistance has been extended for benefitting students through Scholarships.
20.	Convene regular meetings of the IQAC	Regular meetings of the IQAC have been convened and minutes of the same is documented and available on the institutional website.
21.	Collaborate through Linkages	<ul style="list-style-type: none"> • Initiatives have been undertaken to seek collaboration through linkages with Professional Bodies / Organizations / Institutions. • A linkage with D. K. District Consumer Information Centre for promoting Consumer Education and Certificate Course.
22.	Augment career guidance and placement initiatives	<ul style="list-style-type: none"> • Adequate initiatives have been undertaken towards career counseling, guidance and placement of the students. • Reasonably good number of students have benefited out of the same.
23.	Collection and monitoring of Feedback responses from the Stakeholders	<ul style="list-style-type: none"> • Feedback responses from the stakeholders have been collected through a well-structured feedback mechanism, analyzed and action taken report has been prepared. • Necessary follow-up has been initiated in this regard.
24.	Follow-up with submission of inputs for	<ul style="list-style-type: none"> • Annual submission of inputs for AISHE

	AISHE.	has been timely compiled and successfully uploaded on AISHE portal on January 30, 2016-17.
25.	Review of Semester-wise University Examination Results across all the programmes	<ul style="list-style-type: none"> • Semester-wise University Examination Results across all the programmes are reviewed. • Course-wise and Semester-wise Result Analysis across all the programmes is made.
26.	Facilitate Annual Physical Stock Verification by the Departments concerned	<ul style="list-style-type: none"> • Annual Physical Stock Verification by the Departments concerned has been carried out. • Report of the same has been prepared and submitted to the Principal for perusal.
27.	Convene periodic staff meetings	<ul style="list-style-type: none"> • Regular Staff Meetings have been convened with appropriate agenda and minutes of the same is documented. • It is to ensure proper planning and deployment.
28.	Organize Intra and Inter-collegiate Competitions / Fests	<ul style="list-style-type: none"> • INFUSION 2015 One Day Inter-class Commerce and Management Fest for first year students was held on July 21, 2015. • LAKSHYA 2015 One day Inter-class PG Commerce Fest was held on August 31, 2015. • NRITYOTSAVA 2015 Two-day University directed Inter-collegiate Classical and Folk Dance Competition was held on October 28 & 29, 2015. • CAN-ARENA 2015 : SHIKHAR Two-day National Level Inter-collegiate PG Commerce and Management Fest was held on November 04 & 05, 2015. • CANFEST 2016 : ETHOS Two-day National Level Inter-collegiate Commerce & Management and Science & IT Fest was held on February 01 & 02, 2016. • SRUJANA 2016 One-day University Level NSS Fest was held on February 05, 2016.
29.	Commemorate the days of special importance / celebrate festivals that promote universal values and harmony	<ul style="list-style-type: none"> • Days of National and International importance are meaningfully observed and commemorated.

		<ul style="list-style-type: none"> • Festivals promoting universal values and harmony have been celebrated meaningfully. • A message on the significance of the day is also shared through Public Address System (PAS) on such days of significance.
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Dr. Manohar S. Joishi Kumble
 IQAC Coordinator
Co-ordinator
 Internal Quality Assurance Cell
CANARA COLLEGE
Mangaluru - 575 003




Dr. K. V. Malli
 Principal & Chairman
 Principal
 Canara College
 Mangaluru