

M.S.B. ARTS AND COMMERCE COLLEGE, DAVANGERE-577002

## ACADEMIC AND ADMINISTRATIVE AUDIT REPORT

**Academic Year 2023-24**

Date of Audit: 08/07/2024

### *Internal Audit Team*

1	Prof. Neelambika G. C - Chairman & Principal, MSB Arts and Commerce College, Davangere.
2	Prof. Rangaswamy. T. R - Assistant Professor and Head, Department of Political Science
3	Dr. Vijayakumar A.B - IQAC Coordinator and Assistant Professor

### *External Audit Team*

1	Dr. Ramanna. G. T- Associate Professor, Department of Political Science, Government First Grade College, Davanagere
2	Dr. Karibasappa. T- Associate Professor, Department of Commerce, Government First Grade College for Women, Davanagere.



						Observations	Remarks/Suggestions	
College Timings 9.30 AM to 5:00 PM NSS/Sports/ Cultural: 4.00 PM to 5:00 PM						College functioning as per the time table	Functioning as per the time table satisfactory	
<b>I. Curricular Aspects</b>						-	-	
1	Programmes offered				Strength			
		I	II	III	Total			
	BA	204	157	143	504			
	B.Com	120	86	97	303			
Total					807			
2	Annual Curricular Plan		Calendar of events is prepared in accordance with the affiliating Davanagere University Calendar.				Satisfactory	
3	Attendance		Attendance is maintained upto date. Students and parents are informed regularly.				Satisfactory	
4	Coverage of Syllabus		The syllabus prescribed by Davanagere university is taught within the working days. Special classes are also engaged in some departments.				Satisfactory	

## II. Teaching and Learning

Activity		Observations	Suggestions
1.	Teaching Diary and Teaching Notes	Diary is well maintained by faculties of all Departments. It is signed by HOD & Principal once in a week.	Records are well maintained
	No. of Permanent Teaching Staff	08	
	No. of Full time Lectures	08	

	Teacher – Student ratio	1:80	
2.	Conduct of Classes	Classes are conducted as per the scheduled time table. Special classes are engaged to compensate the loss incurred during the strike or any other reason.	Satisfactory
3.	Use of supplementary teaching tools and application of ICT	Projector - 03	Add more projectors
4.	Students seminars	Student's seminars have been conducted by all the Departments.	Satisfactory
5.	Remedial Coaching	Slow learners are identified and classes are conducted regularly by all departments.	Fast learners can be given guidance
6.	Students Assignment	Assignments are part of IA which is regularly given to the students.	Assignments on current issues and remedies can be given
7.	Students feedback (Analysis done or not)	Feed back is obtained and analysed.	Satisfactory

### III. Student Centric Learning

Activity	Observations	Remarks/Suggestions
NSS, RRC, Special Lectures and Other activities	<u>NSS and other activities:-</u> <ul style="list-style-type: none"> <li>• Induction program for B.Com students 07/09/2023</li> <li>• Blood donation awareness program 12/09/2023</li> <li>• Blood donation Camp 14/09/2023</li> <li>• BA Orientation programme 16/09/2023</li> <li>• NSS Day celebration 25/09/2023</li> <li>• Anti Ragging orientation programme 26/09/2023</li> </ul>	Satisfactory

	<ul style="list-style-type: none"> <li>• Anti Corruption awareness week 17/10/2023</li> <li>• Valmiki Jayanthi 28/10/2023</li> <li>• Ektha Divas 31/10/2023</li> <li>• Voters awareness jayanthi 07/11/2023</li> <li>• Poster Presentation 29/11/2023</li> <li>• Kanakadasa Jayanthi 30/11/2023</li> <li>• 7 Days NSS Camp 08/12/2023</li> <li>• Mental Health awareness 16/01/2024</li> <li>• Republic Day 26/01/2024</li> <li>• International Women's day 13/03/2024</li> <li>• World Book day 23/04/2024</li> <li>• Tobacco awareness programme 03/06/2024</li> <li>• World Environment Week 05/06/2024</li> <li>• Special Lecture on "The role of women in National Politics" 19/06/2024</li> </ul>	
<b>Workshops, Webinars Conducted</b>	<ul style="list-style-type: none"> <li>• A Workshop on "First thought and Last thought- Business Enterprising" on 21/09/23</li> <li>• A Workshop on " Financial Education, Investment and Job Opportunities in Stock Market" 19/10/2023</li> <li>• A Workshop on " Company Secretary: A Global Leader in promoting good Governance" 10/01/2024</li> <li>• Workshop on "Postal products/schemes and philately Exhibition" 25/01/2024</li> <li>• Webinar on "Consumer Protection: Rights, Responsibilities and Resolutions (3R's) 25/01/2024</li> <li>• Webinar on "Financial awareness and Securities Market" 24/01/2024</li> <li>• A Workshop on "Micro Entrepreneurship and Skill plus" 03/05/2024</li> <li>• One Week virtual International FDP on "Advanced research methodology and AI" 18/03/2024 to 23/03/2024</li> <li>• A Webinar on "Obtaining a prestigious position in Banking requires a specific set of skills" 14/06/2024</li> <li>• Workshop on project report writing for final year BA students 13/06/2024</li> <li>• A workshop on " Macro and Micro planning for Exam preparation: IBPS, SSC, RRB" 11/06/2024</li> </ul>	Satisfactory
<b>Extra-curricular activities</b>	Students regularly participate in college level and Inter collegiate level competitions.	Satisfactory
<b>Education tour</b>	Students are taken to Education trips.	Satisfactory

#### IV. Evaluation & Results.

Activity			Observations	Remarks/Suggestions	
1.	Conduct of Internal Examination		As per the academic calendar of events of the college IA examination is conducted regularly.	Surprise tests can be conducted	
2.	Maintenance of marks Register		Departmental and University Marks registers are maintained	Satisfactory	
3.	Result of university Examination				
	Year	Jan/ Feb. 2024	V Semester	Result of Final Year BA: 84.29% and B.Com: 82.69%	Results can be improved
	2023-24				

#### V. Learning Resources.

Activity		Observations	Remarks/Suggestions
1.	Library	Total Books: 26,794 Reference Books: 694 Journals: 06 News Paper: 08 Magazine: 06	Number of journals can be increased
4.	Computer & Internet	No. of Computers: 29 Campus WiFi enabled	Increase the number of Computers

## VI. Physical Education.

Activity		Observations			Remarks/Suggestions
Number of awards/medals for outstanding performance on sports activities at university/state/national/international level (award for a team event should be counted as one) during the last five years.					Satisfactory
YEAR	NAME OF THE AWARD / MEDAL	TEAM / INDIVIDUAL	UNIVERSITY /STATE/ NATIONAL / INTERNATIONAL	SPORTS	NAME OF THE STUDENT
2023-24	1 <sup>st</sup> place	Individual	University	Sports (Weight lifting)	Balram SK
2023-24	1 <sup>st</sup> place	Individual	University	Sports (Power lifting)	Jishan D
2023-24	2 <sup>nd</sup> place	Individual	University	Sports (karate)	Ravikumar
2023-24	3 <sup>rd</sup> place	Individual	University	Sports (Karate)	SohelKandagal
2023-24	3 <sup>rd</sup> place	Individual	University	Sports (Karate)	Tilak M
2023-24	2 <sup>nd</sup> place	Individual	University	Athletics ( 400 mtr. H )	Parashurama K
2023-24	1 <sup>st</sup> place	Individual	University	Athletics ( Short put)	Naveen H R
2023-24	2 <sup>nd</sup> place	Individual	University	Athletics ( 400mtr H )	Sunitha M

## VII. Basic Facilities.

Activity		Observations	Remarks/Suggestions
1.	Sanitation	Toilets are provided in every floor. Hygienic environment prevails.	Satisfactory
2.	Drinking water facilities	R.O unit has been installed.	Satisfactory
3.	College canteen	Hygiene food is provided at a reasonable price in the canteen.	More items could be provided

### VIII. Office.

Activity		Observations				Remarks/Suggestions
1.	Administration	Administration is good				Satisfactory
2.	Audit Report Internal/External	Internal and external audit is done by JD office and AG office.				Satisfactory
3.	Scholarships	2023-24	SSP/NSP- Post Metric Scholarship	No. of Students 572	Amount Rs. 19,01,423	Satisfactory

### Internal Audit Team

Sl. no	Name & Designation		Signature
01	Prof. Neelambika G. C - Chairman & Principal, MSB Arts and Commerce College, Davangere.	Chairman	
02	Prof. Rangaswamy. T. R - Assistant Professor and Head, Department of Political Science	Member	
03	Dr. Vijayakumar A.B - IQAC Coordinator and Assistant Professor	Member	

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02	Dr. Karibasappa. T- Associate Professor, Department of Commerce, Government First Grade College for Women, Davanagere.	

**Dr. KARIBASAPPA. T.**  
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