RAMAIAH
College of Arts, Science & Commerce

2023

Annual Report

Internal Quality Assurance Cell
Focus on Quality

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Internal Quality Assurance Cell

Internal Quality Assurance Cell of the college for the academic year 2022-23 was constituted with the Principal Dr. Vatsala G. as Chairperson, Prof. Vijayalaxmi Ramesh as IQAC coordinator, along with members from academic and administrative departments.

In addition to quality sustenance and quality enhancement activities IQAC set the college into the track of getting prepared for the improvement in the rank accreditation. Conduction of AAA, green and energy audit, submission of AQAR, organization of quality orientations on research activities and various quality related initiatives were the standard practices followed by IQAC.

The college has retained its position of "A" grade with 3.14 CGPA. NAAC A & A results were made available on NAAC –HEI portal on 3/11/2021.

IQAC has taken special interest in taking part in NIRF India Ranking from 2018 onwards. In the year **2018**, the college was placed in the rank band of **151-200**. In the year **2020** the college has improved its status and ranked in the rank band of **101-150**. In the year **2021**, the college has been **ranked 62nd** under the college category. In the year **2022,** the college has improved its status and secured **55th rank**. In the year **2023, the college** was ranked in the rank band of **101-150.**

As a regular practice, IQAC schedules the quality implementation, maintenance and quality sustenance measures in the institution with a dedicated team of faculty members. AAA, Green Audit, energy audit, environment audit has been conducted for the year 2022-23.

IQAC regularly monitors quality related activities of the departments and provides the required timely help to the departments. Value added programs, faculty development programs, teaching and learning processes, student orientation on the use of ERP for accessing e-resources, access to lecture videos, contents, attendance etc.

The robust monitoring of Teachers' Professional Development done by IQAC entails the meticulous documentation of teachers' participation in conferences, workshops and faculty development programs. This information is methodically recorded within the ERP system through the upload of relevant certificates.

IQAC also takes the responsibility of collecting feedback from Students, Teachers, alumni, employer and parents through ERP. Feedback analysis has been presented to the academic council for the necessary action required. IQAC monitors other activities of different departments like seminar, workshops, FDP on academic as well as on quality related issues.

Extends support in all aspects to the departments and administration for developing database and formats. IQAC meetings during the academic year 2022-23: 16/05/2022 and 14/11/2022. IQAC also meets academic departments in the beginning of every semester.

On a regular practice IQAC organizes faculty and staff development programs, and orientation programs as listed below.

1. Six days National Level Faculty Development Program on "Teaching Plan and Methods" from 08/08/2022-13/08/2022.

2. One day Faculty Development Program on "Application of Statistical Technique in Research and Writing Research Proposal" on 30/09/2022.

3. One day Faculty Development Program on "Emotional Intelligence" on 20/10/2022.

4. Staff Development Program on Laboratory Staff Training on 21/01/2023.

5. Four days Faculty Development Program on "Ideation for writing research proposal, publication and external funded research grants on 06/03/2023, 14/03/2023, 21/03/2023 and 27/03/2023.

6. One day Faculty Development Program on "Program Outcomes, Course outcomes mapping and attainment on 29/04/2023.

7. One day Faculty Development Program on "RTI Act- Issues and challenges" on 13/05/2023

8. One day Faculty Development Program on "Role of IQAC in autonomous status" on 18/05/2023.

9. Five days workshop on "Empowering the academics with enterprise resource training" from 29/05/2023 – 02/06/2023.

Management Information System (MIS):

The institution has taken overall Management Information System (MIS) support from Heraizen Technologies Pvt. Ltd. for various academic activities. Following modules have been covered under MIS:

1) Admission: Admission application forms are available on the website. Admissions begin with 75 cut off. Priority will be given to the students with merit as well as category. MSRCASC is affiliated to the Bengaluru City University, hence admitted student list will be sent for approval through on line mode. Students also have to provide all the documentsfor verification in online mode to the University for Final List of approved students studyingin the institution.

2) Attendance Management: Attendance is managed automatically through "Dhi" ERP software. Sending bulk SMS options to students on circulars and notices regarding various activitiesof the departments and institution is also managed.

3) Finance and Accounting: Fees are paid online, majority of payments happens through online. University examination fee, approval fee are also remitted online. Finance and Accounting functions are executed with Tally ERP 9. Salary payslips are sent to the concerned staff email ID.

4) Lesson plan and work diary: Teachers will upload lesson plan at the beginning of the semester and work diary every day through ERP software. This can be checked and verified by the head of the institution on regular basis.

5) Online Teaching and Learning: Students have the option to submit the assignment online through the software. Online courses are also made available to the students in the software.

6) LMS and Study material: Faculty will upload learning contents, PPTs, Videos and other materials in the software, which students can view through the ERP.

7) Managing and mapping POs and COs: POs and COs of all the programs and coursesare available in ERP and their attainment and mapping is done through the software. Internal exam marks are entered by the faculty online into the University portal.

8) Alumni engagement: Website provides and option to enroll into the alumni association through online form.

9) IQAC monitoring: Faculty has the option to upload the certificate of proof for attending any seminar, conference and publications in journals and conference proceedings in the software, to build the personal profile of each faculty and department profile. IQAC will monitor to approve the contents uploaded by the faculty after verifying with the certificate produced to IQAC. It also helps in extracting the annual reports of each department and the institution through the software.

10) Feedback analysis: Feedback from various stakeholders are collected, analyzed and computed through online mode. Outcomes of feedback is communicated to the competent authority for needful action and the same is displayed on the website of the institution.

Prof. Vijayalaxmi Ramesh

IQAC Co-ordinator