

**V. V. SANGHA'S**  
**VEERASHAIVA COLLEGE,**  
Cantonment, Ballari- 583104, Karnataka.  
[www.veerashaivacollege.org](http://www.veerashaivacollege.org)



## Criteria-VI: Governance, Leadership & Management Index

### 6.2.1

*The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc.*

Write description in a maximum of 500 words

Copy Attached

#### **File Description**

- Institutional perspective Plan and deployment documents on the website

[Veerashaiva College Ballari - Annual Quality Assurance Reports](#)

[Veerashaiva College Ballari - Internal Quality Assurance Cell](#)

- Provide the link for additional information
- Upload any additional information
  - Future Plans from 2018-19 to 2022-23
  - Plan of Action from 2018-19 to 2022-23
  - Rules and Regulations for Recruitment

### 6.2.1



The college has a clear and well-defined system to deploy, monitor, and evaluate the effectiveness and implementation of a perspective plan and policies.

The management and IQAC work together for the development as well as implementation of plan. The teachers are involved in framing policies and action plans to improve the effectiveness and efficiency of the institutional process. IQAC prepares an institutional perspective plan in accordance with its constitution with its co-ordinating members and staff. In order to deploy an institutional strategic plan, the principal entrusts responsibilities to various committees and cells. IQAC monitors and evaluates the implementation of plans. The college governing body takes policy decisions with regard to augmentation of infrastructure, purchase, recruitment of staff, fee structure of self-financed courses, learning resources, and financial matters. The principal takes administrative decisions in consultation with IQAC, conveners of committees and cells, heads of departments, and non-teaching staff that are significant for the creation, sustenance, and continuation of quality.

#### **Service Rules:**

In academic, financial, and administrative matters, the institute adheres to the rules and regulations established by the Government of Karnataka, the UGC, and Vijayanagara Sri Krishnadevaraya University, Ballari.

#### **Recruitment Procedures:**

The teaching and non-teaching staff are recruited strictly according to the rules of management. The institute adopts two methods for the recruitment of its staff.

The permanent staff (Grant-in-Aid) are recruited by the management as per the norms of Government of Karnataka and UGC. The management collects vacant post data from added degree colleges and submits a recruitment proposal to the Department of Higher Education for approval and sanction of posts. The government nominates members of the recruitment committee. It consists of subject experts, a government nominee (Joint Director), and representatives of management.

Temporary staff are recruited by the management as per the norms of affiliated universities, Govt. of Karnataka and UGC. Standard and other allowances are fixed in accordance with the pay scale of the management.

#### **Promotion Rules:**

The rules of the government of Karnataka and affiliated universities are followed for the promotion of faculty and non-teaching staff from the existing cadre to the next eligible cadre. In this case, the UGC and Government of Karnataka fixed a minimum score in the CAS parameter to get promotion to higher cadres. Time-bond promotions are given to non-teaching staff.

**COORDINATOR,**

**Internal Quality Assurance Cell (IQAC).**

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**PRINCIPAL**

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**Criteria VI: Governance, Leadership and  
Management**

**Criteria 6.2.1: Future Plan 2018-19 to 2022-23.**



## FUTURE PLAN 2022-23

The Institution prepares future plan for next academic year to pursue its goals and implement its policies and plans within a time bond with hoping a good outcome.

1. The institution plans to focus on research and development by increasing the publication and also motivates students community to bring out research papers.
2. To strengthen Research Development Council by providing required facilities
3. To organize seminars, conferences and workshops in association with industries and Govt departments
4. To create incubation centre for creation and dissemination of knowledge
5. To continue organization of extension activities in slum and rural areas by NCC and NSS units
6. E- books and E- resources will be subscribed in library
7. To organize campus drives frequently by inviting MNC's , Industries , Banks etc
8. To motivate the faculty for undertaking minor and major research projects -
9. To motivate students to participate in sports
10. To develop entrepreneurship skills among students
11. To provide more facilities to Yoga and Meditation centre
12. To organize awareness programmes for protecting and promoting environment
13. To encourage students for joining online courses like MOOK, Swayam etc
14. To faster and strengthen relationship of alumni with the college
15. To increase the use of modern and innovative teaching aids for effective teaching and learning process
16. Conducting activities to draw out creative skills of students and provide a platform to exhibit their creativity
17. Conducting students focused academic and skill development activities.

  
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**ವೀರಶೈವ ಮಹಾವಿದ್ಯಾಲಯ, ಬಳ್ಳಾರಿ-583104.**

(ವಿಜಯನಗರ ಶ್ರೀ ಕೃಷ್ಣದೇವರಾಯದ ವಿಶ್ವವಿದ್ಯಾಲಯದ ಸಂಬಂಧಿತ ಪಡೆದಿದೆ)

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## Future Plan

2021-2022

1. Installation of smart boards.
2. Organizing workshops about information technology and software technology for all the teaching staff.
3. Organizing one day workshop on the NEP syllabus and UUCMS software for the teachers and students.
4. To increase the number of activities under MOU, extension, and outreach programs.
5. Plans to introduce more add-on programmes to excel, and expertise in new areas.
6. Expanding ICT facility to other classrooms and auditorium.
7. Planned to plant a different variety of saplings on campus in collaboration with the Department of Social Forest through eco club.
8. Plans to subscribe to e-journals and e-books and to increase the number of computer systems in browsing centers.
9. Plans to organize career and employment-related coaching classes under a capacity-building programme.

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## Future Plan

2020-2021

1. To increase the number of activities under MOU, extension and outreach programmes.
2. Plans to introduce more number of add on programmes to excel, expertise in new areas.
3. Expanding ICT facility to other classrooms and auditorium.
4. Planned to plant a different variety of saplings on campus in collaboration with the department of Social Forest through eco-club.
5. Plans to subscribe to e-journals, e-books and to increase the number of computer systems in browsing centers.
6. Plans to organize career and employment-related coaching classes under capacity building programmes.
7. Plans to add NEP related textbooks and reference books in the college library.
8. To make the office fully automated.

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## Future Plan

2019-2020

1. Improvement in ITC enabled infrastructure
2. Conduct seminars and workshops
3. Strengthening sports and cultural activities
4. Improvement in the placement opportunities for students
5. Prescription for some more journals
6. Preparation for 4th cycle assessment and accreditation
7. Strengthening of Research activities on the campus.
8. Renovation of Auditorium.
9. Introduction of Career oriented add-on courses.
10. Preparing students for competitive exams by organizing career

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## Future Plan

2018-2019

1. Introducing one more add on course
2. Insisting non-science teacher to use ICT regularly for effective delivery of lectures
3. Continuing field oriented projects
4. Measures to increase university ranks
5. Encouraging teachers to publish more number of research articles
6. Motivating NSS officers and volunteers to prepare action plan for taking up extension activities
7. Inviting industrialists and alumni to educate the students with regard to job skills
8. Extending ICT facility to some more class rooms
9. Organizing district level lecturer context
10. Teaching skill development workshop for newly joined faculties
11. Renovation of lawns
12. Appointment of a gardener
13. Creating corpus fund
14. Continuing bridge courses for first year students
15. Conducting activities for the promotion of human values and ethics
16. Encouraging the teachers to prepare e- study materials
17. Organizing seminars on latest issues in different subjects
18. Administrative and hand on training for non teaching staff on using latest soft ware of all kinds for transactions
19. Strengthening linkages with local industries
20. Insisting on teachers to undertake projects and apply for grants to Government and Non-Government Organizations.

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**Criteria VI: Governance, Leadership and  
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**Criteria 6.2.1: Plan of Action 2018- 19 to 2022-23.**



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### Plan of Action for the year 2022-23

Plan of action	Achievements / Out comes
1. Preparation of Calendar of events	Based on the academic Calendar of events of Vijayanagara Sri Krishnadevaraya University, Ballari, calendar of events of college was prepared for the academic year 2021-22 in the IQAC meeting held on 21.06.2021.
2. Organization of Job drive	Placement cell of the college organized placement drive on 11.08.2022 by inviting ICICI Bank. About 250 students participated in it. Finally, 33 students have got selected for different kinds of jobs.
3. Special talks to provide supplementary information to students in their respective disciplines.	All the heads of the departments are informed to conduct special talks by inviting experts from Universities, industries and other HEI's. Some departments have organized special talks in a meaningful way. This exercise has helped students to understand other relevant information which is not there in the prescribed text books.
4. Awareness on Environment and Biodiversity	National earth day was celebrated on 22.04.2022 in which students were educated and awakened about preservation of nature including earth. International Environment Day was celebrated on 05.06.2022. The District in-charge minister Sri.B.Sriramulu inaugurated the programme by planting saplings. The staff, students, forest officers, local people participated in the programme. 67 <sup>th</sup> wild animals week was celebrated on 08.10.2021.

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5. Health Awareness programme.	The Programme on diagnosing and identifying biological diseases and epidemics was held in association with district tuberculosis cure centre, Ballari on 05.02.2022. On this occasion quiz competition was held for students.
6. Awareness on Govt Schemes meant for the well being of students.	An awareness programme on SAKALA, as part of Azadi-Ka Amruth Mahostava, was held on 24.12.2021.
7. Imbibing morals and values	Birth days of Great saints and reformers were celebrated to inculcate morals and values in the lives of students.
8. AAA	At the end of the academic year experts from the affiliated university were invited to assess the performance of institution in curricular implementation, teaching, learning, governance, higher progression, support services etc.
9. Feed back collection and Analysis	Feed Back committee collected data from stake holders on different aspects through administering questionnaires. Outcomes of the feedback would be used for the improvement of the quality of education.
10. Whether the AQAR was placed before statutory body <b>Yes</b> Name of the statutory Body:- College Governing Body. Date of meeting: 20.10.2022.	
11. Whether Institutional data submitted to AISHE : <b>Yes</b> Date of submission: 04.01.2023	

  
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### PLAN OF ACTION:2021-22

Plan of Action	Achievement
Preparation of Calendar of events	Based on the academic Calendar of Events of Vijayanagara Sri Krishnadevaraya University, Ballari, calendar of events of college was prepared for the academic year 2021-22 in the IQAC meeting held on 21.06.2021.
Organization of Job drive	Placement cell of the college organized placement drive on 11.08.2022 by inviting ICICI Bank. About 250 students participated in it. Finally, 33 students have got selected for different kinds of jobs.
Special talks to provide supplementary information to students in their respective disciplines.	All the heads of the departments are informed to conduct special talks by inviting experts from universities, industries and other HEI's. Some departments have organized special talks in a meaningful way. This exercise has helped students to understand other relevant information which is not there in the prescribed text books.
Awareness on Environment and Biodiversity	National earth day was celebrated on 22.04.2022 in which students were educated and awakened about preservation of nature including earth. International Environment Day was celebrated on 05.06.2022. The District in-charge minister Sri. B. Sriramulu inaugurated the programme by planting saplings. The staff, students, forest officers, local people participated in the programme. 67th wild animals' week was celebrated on 08.10.2021.
Health Awareness programme	The Programme on diagnosing and identifying biological diseases and epidemics was held in association with district tuberculosis cure center, Ballari on 05.02.2022. On this occasion quiz competition was held for students.
Awareness on Govt Schemes meant for the wellbeing of students.	An awareness programme on SAKALA, as part of Azadi-Ka Amruth Mahostava, was held on 24.12.2021.
Imbibing morals and values	Birth days of Great saints and reformers were celebrated to inculcate morals and values in the lives of students.
Academic and Administrative Audit	At the end of the academic year experts from the affiliated university were invited to assess the performance of institution in curricular implementation, teaching, learning, governance, higher progression, support services etc.
Feedback collection and Analysis	Feedback Committee collected data from stake holders on different aspects through administering questionnaires. Outcomes of the feedback would be used for the improvement of the quality of education.

  
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### PLAN OF ACTION:2020-21

Plan of Action	Achievement
Entering into MoUs with some more HEIs	Department of P.G. studies in chemistry entered into MoU with the department of chemistry Vijayanagara College, Hosapete, on 06.03.2021. On the same day the Institution entered into one more MoU with Smt.ASM College for Women, Ballari.
Implementation of Teacher Exchange Programme	IQAC insisted all the teachers to implement teacher exchange programmes effectively by joining hands with teachers of other local colleges with whom MoU were established. Offline and online classes were organized under this scheme. It has benefitted the students particularly during COVID-19 Pandemic period. The response of the students was quite excellent.
Students Exchange Programme	Implementation of the scheme received a very good response from students community. It has provided an opportunity for students to listen to the lecturers of different teachers working in local colleges. A maximum number of students got benefitted by this facility when online classes have been conducted during lockdown period. The students were deputed to local colleges for attending offline classes after drastic reduction in COVID-19 Cases. This scheme became more appropriate and effective exclusively in the situation where gathering of people was strictly prohibited.
Parents teachers meeting	PTA meeting was held on 10.03.2021 in which a special talk was arranged by inviting an expert from Bangalore. He educated parents about their crucial role in moulding the personality of their children and creating favourable environment for study in family. This meeting helped a lot in wiping out the tension built up among the students and parents during pandemic period. Teachers and the resource persons answered the questions raised by parents and students.
Encouragement for organizing workshops and seminars	One day offline National Seminar was organized by the department of sociology on 03.02.2021 under the theme " Contributions of Babu Jagajeevan Ram to Social Equality and Social Justice". This seminar was sponsored by Babu Jagajeevanram Research Centre, KSOU , Mysore. Department of Bio-Technology has organized National E-webinar under the theme "Role of BioTechnology in sustainable Development". The department of Computer Science has organized one day workshop for students. A one day workshop for students was also organized by the department of Bio-Technology under the theme " Hands on training."
Celebration of Sports Day	Sports day was celebrated on 11.01.2021. About 227 students participated in different events. The winners were honored with medals and certificates.
Orientation for newly enrolled students	Orientation programme was arranged for newly enrolled students on 24.12.2020. This programme valuable and essential information regarding physical facilities, academic facilities, learning resources, supportive services, examination system, internal tests etc., was disseminated to students.



Organization of special talks.	These talks were organized by inviting subject experts from outside to provide supplementary knowledge on selected topics
Efforts to Continue already introduced certificate courses and to activate a new course	Adequate support and facilities have been provided to the departments to shoulder the responsibility of successful implementation of certificate courses in Tourism Studies, Human Rights and Tally. To develop concern among youngsters towards growing of trees and protection of forest an initiation was made by introducing certificate course in social forestry through the department of Botany. Sri Anand Singh the then Forest Minister GOK was invited as a chief guest. He lauded the initiation taken by the institution in providing an additional opportunity to students to acquire knowledge in Participatory Forest Management.
Feedback collection from all the stake holders and action taken	The responsibility of collecting and analyzing feedback was assigned to the convener of feedback committee Smt Rajashree Patil. The result of feedback was discussed in the IQAC meeting headed by the Principal and Action was taken for reformation of certain aspects on which the response of stake holders was average and dissatisfactory.
AAA	A team of experts is constituted under the chairmanship of Prof. S. Revan Siddappa, Associate Professor, Department of Political Science for assessing academic and administrative performance of the institution for the year 2020-21. The other two members are Prof.G. Mallana Gouda, Assistant Professor, Department of Zoology and Prof. Ashok Omkar, Assistant professor, Department of Commerce. The team had undertaken AAA of the college on 20.10.2021 and submitted report with a list of recommendations. The recommendations made by AAA team were discussed in the meeting held on 10.11.2021 and resolved to implement in the next academic year 2021-22.
Promotion and continuation of student centric learning	Newly recruited faculty were briefed about innovative teaching methods by IQAC coOrdinator and senior faculty in the department to make learning more effective and studentcentric. They are suggested to focus on participatory learning, interactive method and group discussion method.
Organization of COVID vaccination camp	Free COVID-19 vaccination camp was organized on 06th and 7th July, 2021 for staff, students and local citizens.
Result analysis and action taken	IQAC has convened a meeting under the chairmanship of the principal to discuss UG and PG results of 6th and 4th semester announced in October 2021. percentage of result of all UG programme is very good. It is more than 85%. But the percentage of result PG studies in Chemistry is just 50%. The principal instructed the coOrdinator and staff to take necessary measures for the improvement of result.

  
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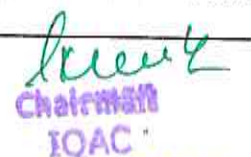
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### PLAN OF ACTION:2019-2020

Plan of Action	Achievement
Faculty development programme	A special talk is organized under the title Adopting New Pedagogy in Teaching in Tune with Changes in Higher Education on 12.08.2019. A four-day workshop is held under the theme Use of Technology in Online Teaching and Hands on Training from 20.05.2020 to 23.05.2020. A one-day work shop under the theme Administrative Training, Data processing and E office Transactions is organized on 11.06.2020.
Organization of ISR activities.	Free medical checkup camp was held on 08.08.2019. Handed over a cheque of Rs 85,000/- to the Deputy Commissioner, Ballari towards the welfare of flood victims on 14.08.2019. Plastic free India drive was held on 23.09.2019. Distributed saplings to teachers and students. Fit India Cycle Rally was held on 18.01.2020. Blood checkup and donation camp was organized on 21.02.2020. Distribution of food kits and masks to poor people during lock down on 28.02.2020. Plantation of saplings on 05.06.2020 (WORLD Environment Day).
Organization of special talks	About 15 special talks are organized by different departments on curricular related topics and general issues.
Introduction of PG Courses	Two PG Courses are introduced from 2019-20. 1.M. Sc Chemistry 2. M.Sc. Zoology
Exhibitions and Fairs	One day marketing fair under the theme Brilliant Astra is organized by the Department of Commerce and Management on 24.03.2020.
Academic calendar of events	Based on the academic calendar of affiliated University calendar of events is prepared by IQAC in its first meeting and all the departments have also prepared their calendars separately.
Collection of Feedback.	IQAC entrusted the task of collecting feed back to the convener of feedback committee. Under his guidance feedback is collected from all the stake holders by administering structured questionnaires. The recommendations of the committee are used for the improvement of quality and attending lacunas in teaching-learning process.
AAA	Internal AAA is conducted by forming a team of teachers and office staff to assess the performance of institution in all the aspects of teaching, learning, evaluation, infrastructural facilities, support services etc.
Study Tours and Excursions	Department of Botany and History have organized study tours to different parts of Karnataka with aim to provide firsthand information to the students.
Sports Meet	Sports meet was organized on 03.02.2020. Winners have been honoured with medals and certificates.

  
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**ವೀರಶೈವ ಮಹಾವಿದ್ಯಾಲಯ, ಬಳ್ಳಾರಿ-583104.**

(ವಿಜಯನಗರ ಶ್ರೀ ಕೃಷ್ಣದೇವರಾಯದ ವಿಶ್ವವಿದ್ಯಾಲಯದ ಸಂಲಗ್ನತೆ ಪಡೆದಿದೆ)

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**VEERASHAIVA COLLEGE, BALLARI -583104.**

(Affiliated to Vijayanagara Sri Krishnadevaraya University, Ballari)

ಸ್ಥಾಪನೆ : 1945

ಸ್ವರ್ಣ ಮಹೋತ್ಸವ : 1996

### PLAN OF ACTION: 2018-19

Plan of Action	Achievement
Faculty Development Programme	Dr Jagadish Basapur, KCE, Delivered a talk on "Innovative teaching skills and methods" on 13.08.2018.
Introduction of Add on Courses of a short duration	1. Certificate course in tally is introduced by the Dept of Commerce 2. Certificate Course in Tourism studies is introduced by the Dept of History
Introduction of Value-Added Courses	The Dept of Pol.Science has introduced the certificate course in Human rights
Organisation of Sports Meet at College Level	The College sports meet was conducted by the Dept of Physical Education on 07.02.2019. About 250 students have participated in various events. The winners were honoured with medals, cups and certificates on talent's day
Enhancing of Learning Resources	IQAC has submitted a requisition to the management for extending ICT facility to other class rooms. The requisition is considered positively and the ICT facility is provided in PG Class rooms also. E-journals continued to promote research on the campus.
Introduction of PG Courses	03 PG Courses in Science were introduced from the academic year 2019-20 1. M.Sc- Chemistry 2. M.Sc – Physics 3. M.Sc- Zoology
Exhibitions and Fairs	Dept of Computer Science has organized District Level Exhibition under the theme "DIGI Anveshane" on 25.08.2018. 2. Dept of Commerce and Management organized Marketing Fair "Merchandise Utsava" on 10.03.2019.
Preparation of Calendar of Events	Calendar of Events for the academic year 2018-19 is prepared by IQAC in accordance with academic calendar of affiliated University
Collection of Feed Back	Feed Back was collected in structured questionnaires from the stake holders – Students, employers, Alumni, Teachers and Parents. Sri P Mastanappa, Convenor, Feed Back committee monitored the process of feedback collection from all the stake holders and analyzed the data by involving the members of his committee and derived the results. The opinion of the stake holders are used sincerely for the improvement of quality
AAA	External AAA is conducted by constituting a team of academicians and administrators drawn from university and other local colleges

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## **Criteria- VI : Governance, Leadership and Management**

**Criteria 6.2.1: Rules and Regulations for Recruitments.**

code of conduct for their employees for judicious exercise of their powers and duties in the matter of maintaining order and discipline among their employees. For this purpose the employees were required to sign agreement in the prescribed form. In view of this, certain Grants made under the provision of Grant-in-aid code were discontinued from 1st October 1977.

- E) In Government Order No. ED 141 UPC 76, dated 29th October 1977, the Director of Collegiate Education was authorised to draw an amount equal to three Months salaries on Grant-in-aid bill and remit the amount to the joint account of the College under their control. He was also authorised to draw necessary amount in future to replenish the joint account in order to maintain a minimum balance equal to two months, salary and allowances of the employees of the College.
- F) Consequent upon the implementation of the scheme of the Direct payment of salaries to the employees of private Aided Colleges with effect from 1-10-1977, the Government in their Order No. ED 161 UPC 77, dated 31-12-77 issued detailed instructions regarding the method of recruitment of employees, grant of certain concessions for higher studies, deputation of teachers under certain schemes, transfer of employees, under the same management etc.
- G) In the light of the experience gained during the course of four years from 1977 to 1981, some modifications were considered necessary. Hence in supersession of the Government Order No. ED 161 UPC 77, dated 31-12-77, the Government issued comprehensive notification under Government Order No. ED 146 UPC 79, dated 3-10-1981 by laying down detailed guidelines regarding appointments, promotions, transfers and deputations etc., with effect from 1-4-1981.

## **RULES GOVERNING THE APPOINTMENT IN PRIVATE COLLEGES**

### **PREAMBLE :**

Instructions are being issued in respect of recruitment in Private aided colleges as per Government Orders, Ms and Circulars. Certain deficiencies were found in the implementation of the said Government Orders, OM's and Circulars and hence the following revised instructions are issued with immediate effect.

1. **Creation of Posts :** A proposal for creation of additional posts on a permanent basis shall be sent to the Director of Collegiate Education through the Regional Deputy Director of Collegiate Education before the end of December every year.

A proposal for sanction of additional posts shall be sent having regard to the teaching work-load of each Department for the last 3 years. A proposal for the creation of ministerial staff shall be sent in accordance with the Government Order No. ED 146 UPC 79 dt: 3.10.81.

These instructions shall be applicable to all categories of posts both teaching and non-teaching irrespective of pay-scales.

2. **Method of Recruitment :** All recruitments shall be made in accordance with the Government Order No. ED 146 UPC 79 dt : 3.10.81.
3. **Procedure for appointment :** Subject to the provisions contained in Government Order No. ED 146 UPC 79 dt: 3.10.81 all appointments shall be made

  
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- a) if it is DR by selection, it shall be made, after giving such adequate publicity atleast in two daily news papers of the State.
- b) where two or more candidates have secured equal number of marks, the order of merit in respect of such candidates shall be fixed on the basis of age, the person or persons older in age being placed higher in the order of merit.
- c) If it is a post to be filled up by promotion on the basis of seniority-cum-merit, promotion shall be made subject to fitness of the candidate to discharge the duties of higher post from among the persons eligible for promotion.

**Disqualification for appointment :** No person shall be appointed unless he is eligible for appointment to State Civil Services under the relevant rules of the Government.

**Age limit :** No person other than the applicant from another college or a person on transfer shall be eligible for recruitment to any post in any college, if he is not within the age limit prescribed for recruitment to corresponding posts in Government Colleges, on the last date fixed for receipt of applications or such other date as may be specified by the competent authority. The Maximum age limit may be enhanced by number of years of teaching experience in a college or by ten years whichever is less subject to fulfillment of all other educational qualifications, Age limit as per G.O.No. DPAR 21 SRR 91 dt. 30-10-91 shall be followed : (For details refer G.O.)

**Qualification :** No person shall be eligible for appointment to any posts in any college unless possesses the minimum qualification prescribed in Government Order No.ED 14 dt. 10.10.79 dt: 3.10.81.

**Reservations :** Reservations in recruitment shall be made in accordance with the orders issued by the Government from time to time. Posts reserved for SC/ST cannot be de-reserved.

The post shall be advertised without specific approval of the Director of Collegiate Education.

The posts of teachers deputed for higher studies under the UGC Scheme or any other Government Scheme shall not be treated as vacancy.

The posts of teachers deputed from one college to another college shall not be treated as vacancy.

The advertisement inviting the applications shall mention the following particulars.

- a) Reservation
- b) Educational Qualification
- c) Age limit
- d) The clear direction to the candidate for submission of one copy of the application to the concerned Regional Dy. Director of Collegiate education.

If no applications are not received from the candidates belonging to the reservation group, then the management shall procure a list of candidates either from the regional and executive employment exchange Bangalore or from the concerned Regional Office of collegiate education. Prior permission of the RDDCE is absolutely necessary before sending the request to the above agencies for sponsoring the names.

**Temporary appointments :** (Deleted)

14. Procedure in respect of applications by in-service candidates : An employee of a Government or private aided or unaided college applying for an appointment to any post shall submit the applications through proper channel.

Note :

1. Local Candidates, adhoc and part-time employees need not send applications through proper channel.
  2. An advance copy shall be sent to the Regional Dy. Director of Collegiate education.
  3. No management shall deny to forward the applications of the employees for any post under different recruiting agencies.
15. Every candidate applying for recruitment to any post is regard to pay fees as may be prescribed by the competent authority.
16. No person shall be appointed unless he is medically found fit to discharge the duties of the post. The MC shall be obtained by the Principal before disbursing the first salary.
17. Joining time: A candidate for appointment by direct recruitment shall report for duty as specified by the appointing authority or as soon as possible but not later than 15 days from the date of despatch of the order of appointment by Registered post.
18. The Dy. Director of Collegiate Education on submission of an application by the candidate, if satisfied that there are good and sufficient reasons, extend the joining time in writing and grant such further time as he may deem it necessary.
19. Probation and appointment on promotion : All appointments by direct recruitment to any post shall be on probation for a period of not less that one year.

Note : For the reasons to be recorded in writing, the period of probation shall be extended with the specific approval of the Director of Collegiate Education.

20. Fixation of pay : The pay of an employee of the private college consequent on his getting another appointment in other private college shall be protected under rule 41 and 41A of the KCSRs provided that he has submitted his application through proper channel.
21. Constitution Of Selection Committee : The Director of Collegiate Education shall constitute the selection committee at the request of the concerned management for each college keeping in view the needs and requirements according to the directions issued by the Government from time to time.

- 1) Chairman of the Governing Body or his nominee (Chairman)
- 2) Director or his nominee
- 3) Subject Expert.
- 4) Principal of the respective college. (Secretary)
- 5) Dist. Social Welfare Officer. (Special Invitee)

A) Teaching Staff :

- 1) 50 marks shall be allotted to the 4 members of the selection committee. 10 marks to the Nominee of the Director, 10 marks to the Nominee of the Chairman or the Governing Body, 10 marks to the Principal of the respective college and 20 marks to the subject Expert are allotted respectively for selection through interview.



- 2) 50 percent of the marks of the candidate secured by him in the post-Graduate Examination shall be taken into account.
- 3) The merit list shall be prepared subject-wise and roster-wise on the basis of the total performance of the candidate.
- 4) The signatures of all the members of the committee shall be obtained on all the copies of the select list and sent to the Directorate by DCE's Nominee.

**Non-Teaching Staff:**

For determination of the merit of the candidates 100 Marks are allotted to the 3 members of the selection committee. 50 marks to the the Nominee of the Director, 25 marks to the chairman of the Governing Body & 25 marks to the Principal of the respective college shall be obtained at the time of interview. The merit list of the selectees shall be prepared on the basis of total marks obtained by the candidates cadre-wise and roster-wise. The signatures of all the members on all the copies of the select list shall be obtained and sent to the Director by the nominee.

1) In the absence of the Subject Expert and Director's Nominees, the interview shall not be conducted.

2) (i) The District Social Welfare Officer shall verify the documents with reference to the Reservation and Roster rules and assist the selection committee in the strict observance of Reservation Rules as special invitee.

3) If the candidates belonging to the SC, ST and other backward classes have obtained more marks, then their selection shall not be restricted to their respective reservation groups and they may be selected under G.M. Category.

4) The nominee of the Director shall send the proceedings of the selection committee along with the Marks list within one week of the interview to the Director for approval.

5) Appointment orders shall be issued to the selected candidates only after approval is accorded by the Director of Collegiate Education.

6) The Governing Body of the College shall maintain the following registers without fail.

1) Details regarding vacancies and the register of sanctioned posts.

2) Reservation Orders in respect of Direct Recruitment.

3) Reservation Orders in respect of Promotional Vacancies.

7) The Selection Committee Constitution Rules and Reservation Rules of this Circular are not applicable to the Minority Institutions.

The Principals of all the Private Aided Colleges are directed to see that the Interview intimations to all eligible candidates shall be sent at least 15 days in advance by Registered Post Acknowledgement due only.

The list of selected candidates shall be announced in the Institution/Regional Deputy Director's Office/Office of the Director of Collegiate Education for the information of the candidates.

For purposes of seniority among the Direct Recruits, the selected list prepared by the Selection Committee should be taken into consideration and not the date of issue of appointment order.

51

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- L) Promotions in the teaching cadre shall be made with reference to the teaching strength in the college as included in the annual salary statements as & when the promotional vacancies occur in the respective subjects in the order of seniority, after obtaining necessary approval from the Director.
- M) In the case of recruitment of Lecturers in Aided and Un-Aided Colleges, if the candidates possess teaching experience, the maximum age limit may be enhanced by the number of years of such teaching experience or by 10 years whichever is less subject to fulfillment of other educational qualifications.
- N) The Government have clarified that the posts of Lecturers have to be classified subject-wise only as per the Government Order dated 28th January 1987 which has been issued on the basis of the orders dated : 6-10-81 and 2-12-81. The reservation roster shall be followed subject-wise.

## GRANT-IN-AID CODE OF THE KARNATAKA COLLEGIATE EDUCATION CHAPTER 1.

### INTRODUCTORY

1. With the object of encouraging private enterprise in higher education, provision is made annually in the State Budget for payment of grant-in-aid to affiliated Colleges under private management. The payments of such grants are subject to the rules in this code.
2. Grants-in-aid cannot be claimed as a matter of right.
3. The grants are sanctioned by the Government except where the power is vested in the Director himself.
4. The rules in this Code shall be deemed to be supplementary to the rules laid down in the Mysore Financial Code, and any relaxation thereof required the sanction of Government in the Finance Department.
5. The Government reserve to themselves the right of changing these rules and interpreting their meaning in case of dispute. Government also reserve to themselves the right to refuse or to withdraw any grant at their entire discretion, not withstanding the rules contained in this code.

## CHAPTER II

### DEFINITIONS

6. Unless the context requires otherwise, the following words and phrases in this Code have the meanings hereby assigned to them:
  - (a) "College" means a private Arts, Science, Commerce or law College affiliated to the Karnataka University or Kuvempu University or University of Mysore or University of Bangalore or Gulbarga University or Mangalore University under the rules of such University and imparting sound secular instruction.

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## Rules of Recruitment for Un-Aided Courses

The Management will appoint Guest Faculty to Unaided courses. The rules of UGC are followed while recruiting the guest faculty to different subjects. The selection committee comprises representatives of management, subject experts and the Principals.

The recruitment rules are as follows:-

6. The management gets information on vacancy position form all the Colleges. Depending on vacancy position, it invites applications through giving advertisement in local TV channels
7. The eligibility conditions prescribed by UGC are to be observed at the time of recruitment.
8. While recruiting candidates due importance shall be given to backward classes including SC & ST.
9. The candidates shall be selected purely on merit basis. The committee shall ask the candidate to give a demo on any one topic in his subject.
10. The salary shall be given on par with guest faculty in Government Colleges.
11. A provision shall be made for feedback from students to know the teaching skill and capacity of teachers. If the teachers' performance is outstanding then only they shall be continued for the next academic year.

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