

LOCAL INQUIRY COMMITTEE REPORT FOR THE ACADEMIC YEAR 2018-19

Name of the College

To be filled by the College



**VISVESVARAYA TECHNOLOGICAL UNIVERSITY,
"Jnana Sangama"
Belagavi – 590018, Karnataka State.**

Date of Visit	To be filled by the LIC Team
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Region	To be filled by the College
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Application for	To be filled by the College
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INSTITUTION DETAILS	
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Name of the Institution	To be filled by the College
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Address of the Institution	To be filled by the College
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Village/Town/City	To be filled by the College
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District	To be filled by the College
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PIN	To be filled by the College
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STD Code	To be filled by the College
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Land Line Number	To be filled by the College
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Fax	To be filled by the College
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E-mail Id	To be filled by the College
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Web site	To be filled by the College
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Year of Establishment	To be filled by the College
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Date of the First approval by AICTE	To be filled by the College
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Year of first affiliation to the University	To be filled by the College
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Type of Institution	i.e Govt./Aided/ Private Unaided -----To be filled by the College	
Type of Minority	To be filled by the College	
Women Institute	To be filled by the College	
Bank Account Number	To be filled by the College	
Name of the Bank and Branch	To be filled by the College	
IFSC Code	To be filled by the College	
Address of the Bank	To be filled by the College	
PAN Number	To be filled by the College	
2(f) Status	To be filled by the College	
12 (B) Status	To be filled by the College	
NBA Status	To be filled by the College	
NAAC Status	To be filled by the College	
Number of Courses	UG	To be filled by the College
	PG	To be filled by the College

DETAILS OF PARENT ORGANIZATION

Type of organization	To be filled by the College	
Name of the Trust / Society	To be filled by the College	
Address of the Trust / Society	To be filled by the College	
Village/Town/City	To be filled by the College	

District	To be filled by the College
PIN	To be filled by the College
STD Code	To be filled by the College
Land Line Number	To be filled by the College
Fax	To be filled by the College
E-mail Id	To be filled by the College
Web site	To be filled by the College
Year of Establishment	To be filled by the College
Registration Number	To be filled by the College
Date of Registration	To be filled by the College
Name of the President/Chairman/Secretary	To be filled by the College
Address of the President/Chairman/Secretary	To be filled by the College
Village/Town/City	To be filled by the College
District	To be filled by the College
PIN	To be filled by the College
STD Code	To be filled by the College
Land Line Number	To be filled by the College
Mobile Number	To be filled by the College
Fax	To be filled by the College

E-mail Id	To be filled by the College
Name of the Management representative present on date of visit	To be filled by the LIC Team
Designation	To be filled by the LIC Team

DETAILS OF GOVERNING COUNCIL

Principal Ex-Officio member secretary of the Governing Council	To be filled by the College			
No. of times the Governing Council meeting is convened in the last academic year	To be filled by the College	Dates		
		To be filled by the College	To be filled by the College	To be filled by the College

Observations of LIC	To be filled by the LIC Team
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DETAILS OF THE PRINCIPAL

Name	To be filled by the College
Father's Name	To be filled by the College
Date of Birth	To be filled by the College
Age	To be filled by the College
Address	To be filled by the College
Village/Town/City	To be filled by the College
District	To be filled by the College

PIN	To be filled by the College
STD Code	To be filled by the College
Landline Number	To be filled by the College
Fax	To be filled by the College
Mobile Number	To be filled by the College
E-mail Id	To be filled by the College
Qualification	(Annexure-1)
Date of joining the Institute as Principal	To be filled by the College
Appointment type	Permanent / Others (Please Specify)
Experience	(Annexure -2)

Observations of LIC	To be filled by the LIC Team
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LAND REQUIREMENT

Required(in Acres)	Available (in Acres)	Short fall (if any)	Observations of LIC
To be filled by the College	To be filled by the College	To be filled by the LIC Team	To be filled by the LIC Team

INFRASTRUCTRE DETAILS

Particulars	Area	Observations of LIC
Building Status (<i>Ready / Under Construction</i>)	To be filled by the College	To be filled by the LIC Team

Built up Area (in Sq.m)	To be filled by the College	To be filled by the LIC Team
Instructional area (in Sq.m)	To be filled by the College	To be filled by the LIC Team
Administrative area (in Sq.m)	To be filled by the College	To be filled by the LIC Team
Amenities area (in Sq.m)	To be filled by the College	To be filled by the LIC Team
Circulation area (in Sq.m)	To be filled by the College	To be filled by the LIC Team

INSTRUCTIONAL AREA				
Room Type		Required (in No.s)	Available	Observations of LIC
Classrooms (66 Sq. m.)	UG	To be filled by the College	To be filled by the College	To be filled by the LIC Team
	PG	To be filled by the College	To be filled by the College	To be filled by the LIC Team
Tutorial Room (33 Sq. m.)		To be filled by the College	To be filled by the College	To be filled by the LIC Team
Computer Center (150 Sq.m)		To be filled by the College	To be filled by the College	To be filled by the LIC Team
Library & Reading Room (400 Sq.m.)		To be filled by the College	To be filled by the College	To be filled by the LIC Team
Workshop (200 Sq.m)		To be filled by the College	To be filled by the College	To be filled by the LIC Team
Seminar Halls (132 Sq.m)		To be filled by the College	To be filled by the College	To be filled by the LIC Team
Laboratories (66 Sq.m)	UG	To be filled by the College	To be filled by the College	To be filled by the LIC Team
	PG	To be filled by the College	To be filled by the College	To be filled by the LIC Team

ADMINISTRATIVE AREA			
Room Type	Required (in No.s)	Available	Observations of LIC
Principal / Director Room (30 Sq.m)	1	To be filled by the College	To be filled by the LIC Team
HOD Cabin (10 Sq.m) / Dept.		To be filled by the College	To be filled by the LIC Team
Examination Office (30 Sq.m)	1	To be filled by the College	To be filled by the LIC Team
Board Room (10 Sq.m)	1	To be filled by the College	To be filled by the LIC Team
Store Room (30 Sq.m)	1	To be filled by the College	To be filled by the LIC Team
Maintenance Room (10 Sq.m)	1	To be filled by the College	To be filled by the LIC Team
Housekeeping (10 Sq.m)	1	To be filled by the College	To be filled by the LIC Team
College Office (150 Sq.m)	1	To be filled by the College	To be filled by the LIC Team
Security (10 Sq.m)	1	To be filled by the College	To be filled by the LIC Team
Faculty Room (5 Sq.m) /Each		To be filled by the College	To be filled by the LIC Team
Reception (25 Sq.m)	1	To be filled by the College	To be filled by the LIC Team

AMENITIES AREA			
Room Type	Required (in No.s)	Available	Observations of LIC
Boys Common Room (100 Sq.m)	1	To be filled by the College	To be filled by the LIC Team
Girls Common Room (100 Sq.m)	1	To be filled by the College	To be filled by the LIC Team

Toilets (350 Sq.m)	As required	To be filled by the College	To be filled by the LIC Team
Cafeteria (150 Sq.m)	1	To be filled by the College	To be filled by the LIC Team
Sports Club (200 Sq.m)	1	To be filled by the College	To be filled by the LIC Team
First Aid & Medical Room (10 Sq.m)	1	To be filled by the College	To be filled by the LIC Team

LIBRARY DETAILS

Particulars	Required (in No.s)	Available	Observations of LIC
No. of Titles (100 /UG Course * + 50 / PG Course**)	To be filled by the College	To be filled by the College	To be filled by the LIC Team
No. Of Volumes (500 / UG Course # + 200 / PG Course##)	To be filled by the College	To be filled by the College	To be filled by the LIC Team
National Journals (6 / Intake of 60)	To be filled by the College	To be filled by the College	To be filled by the LIC Team
Multimedia PC's	10	To be filled by the College	To be filled by the LIC Team
International Journals	Desirable	To be filled by the College	To be filled by the LIC Team
Reprographic Facility	To be filled by the College	To be filled by the College	To be filled by the LIC Team
Facilities for viewing e-content from NPTEL/ SWAYAM etc.	To be filled by the College	To be filled by the College	To be filled by the LIC Team

Member of National Digital Library?	Mandatory	To be filled by the College	To be filled by the LIC Team
Member of VTU e-Consortium?	Mandatory	To be filled by the College	To be filled by the LIC Team

* 50 Titles/ Course to be added every year

** 5 Titles/ Course to be added every year

250 Volumes/ Course to be added every year

100 Volumes/ Course to be added every year

COMPUTING FACILITIES			
Particulars	Required (in No.s)	Available	Observations of LIC
Computers (in the ratio 1:6)	To be filled by the College	To be filled by the College	To be filled by the LIC Team
Printers (1 / 5 Computers)	To be filled by the College	To be filled by the College	To be filled by the LIC Team
Legal System S/W	3(Minimum) As per curriculum	To be filled by the College	To be filled by the LIC Team
Legal Application S/W	20 (Minimum) As per curriculum	To be filled by the College	To be filled by the LIC Team
Internet Bandwidth (in Mbps) As per norms	To be filled by the College	To be filled by the College	To be filled by the LIC Team
Secured Wi-Fi connectivity	4 or 5 hotspots	To be filled by the College	To be filled by the LIC Team

ACADEMIC AND ADMINISTRATIVE MEASURES	
Particulars	Observations of LIC
Record keeping	To be filled by the LIC Team
Blue books	To be filled by the LIC Team
Students Attendance Register	To be filled by the LIC Team
Faculty Attendance Register	To be filled by the LIC Team
Scheme of Evaluation in CIE	To be filled by the LIC Team
Scheme of Evaluation in Labs	To be filled by the LIC Team
Usage of modern techniques	To be filled by the LIC Team
Tutorials implementation	To be filled by the LIC Team
Grievance Redressing Mechanism	To be filled by the LIC Team
Mechanism of Students' Feedback and its implementation	To be filled by the LIC Team
Training & Placement activities	To be filled by the LIC Team
Industry Institute interaction	To be filled by the LIC Team
Pay scale to Faculty	To be filled by the LIC Team
DA to Faculty	To be filled by the LIC Team
Pay scale to Staff	To be filled by the LIC Team
DA to Staff	To be filled by the LIC Team
Aquitance Register	To be filled by the LIC Team
Recruitment Procedure	To be filled by the LIC Team

SC/ST/Other Scholarship dispersal Register	To be filled by the LIC Team
Service Rules	To be filled by the LIC Team
Governance	To be filled by the LIC Team
Previous 3 Years Balance Sheets	To be filled by the LIC Team
Audit Report of Last Financial Year	To be filled by the LIC Team
Budget for the Financial Year	To be filled by the LIC Team

GENERAL FACILITIES		
Particulars	Availability	Observations of LIC
Potable Water Supply	To be filled by the College	To be filled by the LIC Team
Institution Website	To be filled by the College	To be filled by the LIC Team
Bio- Matrix	To be filled by the College	To be filled by the LIC Team
Bank / ATM	To be filled by the College	To be filled by the LIC Team
Hostels	To be filled by the College	To be filled by the LIC Team
Staff Quarters	To be filled by the College	To be filled by the LIC Team
Backup Electric Supply / Capacity	To be filled by the College	To be filled by the LIC Team
General Insurance for Institution	To be filled by the College	To be filled by the LIC Team
Group Insurance for employees	To be filled by the College	To be filled by the LIC Team

Insurance for students	To be filled by the College	To be filled by the LIC Team
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Public Addressing System	To be filled by the College	To be filled by the LIC Team
Projectors in Class Rooms	To be filled by the College	To be filled by the LIC Team
Telephone & Fax	To be filled by the College	To be filled by the LIC Team
All Weather Approach (Motorized Road)	To be filled by the College	To be filled by the LIC Team
Medical & Counseling Facility	To be filled by the College	To be filled by the LIC Team
Anti-Ragging Committee	To be filled by the College	To be filled by the LIC Team
Anti-Sexual Harassment Committee/ College Internal Complaints Committee (CICC)	To be filled by the College	To be filled by the LIC Team
Grievance Redressal Committee	To be filled by the College	To be filled by the LIC Team
SC/ST/OBC Cell	To be filled by the College	To be filled by the LIC Team
Alumni Association	To be filled by the College	To be filled by the LIC Team
Various Clubs	To be filled by the College	To be filled by the LIC Team
Fire extinguisher	To be filled by the College	To be filled by the LIC Team
Transport Facility	To be filled by the College	To be filled by the LIC Team
CCTV Security	To be filled by the College	To be filled by the LIC Team

HRMS Software	To be filled by the College	To be filled by the LIC Team
First Aid Facility	To be filled by the College	To be filled by the LIC Team
Sewage Disposal System	To be filled by the College	To be filled by the LIC Team
Vehicle Parking	To be filled by the College	To be filled by the LIC Team
Language Laboratory (Minimum 25 PCs)	To be filled by the College	To be filled by the LIC Team
Playground	To be filled by the College	To be filled by the LIC Team
Canteen facility	To be filled by the College	To be filled by the LIC Team
Student Welfare officer	To be filled by the College	To be filled by the LIC Team
Physical Director	To be filled by the College	To be filled by the LIC Team
NSS activity	To be filled by the College	To be filled by the LIC Team
NCC activity	To be filled by the College	To be filled by the LIC Team
No. of Xerox Machine available	To be filled by the College	To be filled by the LIC Team
Red Cross Society	To be filled by the College	To be filled by the LIC Team
SC/ST Book Bank	To be filled by the College	To be filled by the LIC Team
Vending Machine for Female sanitary napkins	To be filled by the College	To be filled by the LIC Team
Water Treatment Plant	To be filled by the College	To be filled by the LIC Team
Solid Waste Management	To be filled by the College	To be filled by the LIC Team

e-waste Management	To be filled by the College	To be filled by the LIC Team
Rain Water Harvesting	To be filled by the College	To be filled by the LIC Team
Green campus initiatives	To be filled by the College	To be filled by the LIC Team

WORKING HOURS

Shift	Level	From	To	Observations of LIC
1 st	UG	To be filled by the College	To be filled by the College	To be filled by the LIC Team
	PG	To be filled by the College	To be filled by the College	To be filled by the LIC Team
2 nd	UG	To be filled by the College	To be filled by the College	To be filled by the LIC Team
	PG	To be filled by the College	To be filled by the College	To be filled by the LIC Team
No. of working days per week			To be filled by the College	To be filled by the LIC Team

DETAILS OF FEE PAID

Bank Name	To be filled by the College
Bank Branch	To be filled by the College
Mode of Transaction	To be filled by the College
Transaction Id	To be filled by the College
Amount	To be filled by the College

Date of Transaction	To be filled by the College
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FACULTY INFORMATION (<i>Annexure-3</i>)
STAFF INFORMATION (<i>Annexure-4</i>)
COMPLIANCE STATUS (<i>Annexure-5</i>)
RECOMMENDATION DETAILS (<i>Annexure-6</i>)

- 1 *Trust/Society will not offer any courses affiliated to any other Universities in the same campus from the academic year 2016-17 and onwards.*
- 2 *The Institute will abide by the rules and regulations of the University as applicable from time to time.*
- 3 *Any changes in faculty position will be intimated to University from time to time*
- 4 *The Institute will abide by the conditions laid down by the University as applicable from time to time.*
- 5 *The facts furnished above are true to the best of our knowledge*

Chairman of the Trust/Society

Principal

LIC Team :

Sl.No.	Name	Designation	Signature with date
		<i>Chairman</i>	
		<i>Member</i>	
		<i>Member</i>	
		.	
		.	
		<i>Member Convener</i>	

Annexure-1

Educational Qualifications of Principal

Sl.No	Level	Specialization	Institution/University	Year of Passing/Award	Observations of LIC
	UG (B.E./B.Tech.)	To be filled by the College	To be filled by the College	To be filled by the College	To be filled by the LIC Team
	PG	To be filled by the College	To be filled by the College	To be filled by the College	
	Ph.D.	To be filled by the College	To be filled by the College	To be filled by the College	
	Any other	To be filled by the College	To be filled by the College	To be filled by the College	

Annexure-2

Experience Details of Principal (*In Chronological Order*) (*Additional rows may be added for a same designation in more than one Institution*)

Sl.No	Designation	Institution	Period	
			From	To
	Lecturer	To be filled by the College	To be filled by the College	To be filled by the College
	Asst. Prof.	To be filled by the College	To be filled by the College	To be filled by the College
	Reader	To be filled by the College	To be filled by the College	To be filled by the College
	Assoc. Prof.	To be filled by the College	To be filled by the College	To be filled by the College
	Professor	To be filled by the College	To be filled by the College	To be filled by the College
	Principal	To be filled by the College	To be filled by the College	To be filled by the College

Annexure-3

Faculty Information

Sl.No	Department	Cadre Ratio						Shortfall (if any)			Observations of LIC
		To be filled by the College						To be filled by the LIC Team			
		Required			Available						
		P	AS	AP	P	AS	AP	P	AS	AP	
	To be filled by the College										To be filled by the LIC Team

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Annexure-4

Staff Information

Sl.No.	Cadre	Required	Available	Shortfall (if any)	Observations of LIC
1	Foreman / Supervisor	One per Program	To be filled by the College	To be filled by the College	To be filled by the LIC Team
2	Instructor /Assistant Instructor/ Mechanic	One per Laboratory	To be filled by the College	To be filled by the College	To be filled by the LIC Team
3	Helper	One per Laboratory	To be filled by the College	To be filled by the College	To be filled by the LIC Team
4	System Analyst	One for Central Computer Centre	To be filled by the College	To be filled by the College	To be filled by the LIC Team
5	Programmer	Minimum Two (2)	To be filled by the College	To be filled by the College	To be filled by the LIC Team
6	Ministerial Staff	Adequate	To be filled by the College	To be filled by the College	To be filled by the LIC Team

Annexure-5

Compliance Status for Academic year 2017-18

Sl.No.	LIC Observations during the Academic Year 2017-18	Compliance	Observations of LIC
	To be filled by the College	To be filled by the College	To be filled by the LIC Team

Annexure-6

Recommendations Details

Sl.No.	Course	Level	Year of Start	NBA Status	Present Intake	Proposed Intake	Applied for	LIC Recommendations		Specific Reasons for According /Not-According
								Intake	TA/PA	
	To be filled by the College	To be filled by the College	To be filled by the College	To be filled by the College	To be filled by the College	To be filled by the College	To be filled by the College	To be filled by the LIC Team	To be filled by the LIC Team	To be filled by the LIC Team