



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution	
	SAINT MARY'S SYRIAN COLLEGE BRAHMAVAR
• Name of the Head of the institution	K Ganapathy Bhatta
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	08202561193
• Mobile No:	9449273148
• Registered e-mail	sms_college@yahoo.om
• Alternate e-mail	iqac.smsbvr@gmail.com
• Address	Post Box No.1, Brahmavar
• City/Town	udupi
• State/UT	karnataka
• Pin Code	576213
2.Institutional status	
• Type of Institution	Co-education
• Location	Rural
• Financial Status	Grants-in aid

• Name of the Affiliating University	Mangalore University				
• Name of the IQAC Coordinator	Mahesh Kumar				
• Phone No.	08202561193				
• Alternate phone No.	08202561193				
• Mobile	9731013397				
• IQAC e-mail address	iqac.smsbvr@gmail.com				
• Alternate e-mail address	kmr.mahesh@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	www.https://smscollege.org/wp-content/uploads/2021/09/aqar_report_2019-20-1.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://smscollege.org/wp-content/uploads/2022/03/caledar_of_events.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	0	2004	16/09/2004	15/09/2009
Cycle 2	B	2.70	2011	27/03/2011	26/03/2016
Cycle 3	B+	2.73	2016	26/03/2016	25/03/2022
6.Date of Establishment of IQAC			05/09/2002		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Nil	Nil	Nil	Nil	Nil	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		

9.No. of IQAC meetings held during the year	6
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
<ul style="list-style-type: none"> If yes, mention the amount 	
11.Significant contributions made by IQAC during the current year (maximum five bullets)	
<p>1. Established COVID vaccination helpline in the college. Helped in vaccinating majority of the students and faculty of the college during the pandemic. 2. Smooth transition to online mode of teaching, question paper setting, and examination work from the onset of the COVID-19 pandemic. 3. Free COVID medical check-up camp. 4. Guided the students to follow Covid-19 protocols 5. Encouraged faculty members for seminars and workshops held in online mode during a pandemic.</p>	
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year	
Plan of Action	Achievements/Outcomes
Meritorious students were given support to excel in academics.	Two students secured ranks in University Examination and two students secured 03 gold medal
Promoting sports and games activities	Many students won medals in the University level competitions
Effective utilisation of electronic gadgets and replacement of old electric cables and switches	Minimum power consumption and less repair work
AQAR preparation for the year 2019-20	AQAR prepared and submitted to the NAAC

13. Whether the AQAR was placed before statutory body?	Yes				
<ul style="list-style-type: none"> Name of the statutory body 					
<table border="1"> <thead> <tr> <th>Name</th> <th>Date of meeting(s)</th> </tr> </thead> <tbody> <tr> <td>College Management- a unit of OSCES (R), Brahmavar</td> <td>30/03/2022</td> </tr> </tbody> </table>	Name	Date of meeting(s)	College Management- a unit of OSCES (R), Brahmavar	30/03/2022	
Name	Date of meeting(s)				
College Management- a unit of OSCES (R), Brahmavar	30/03/2022				
14. Whether institutional data submitted to AISHE					
<table border="1"> <thead> <tr> <th>Year</th> <th>Date of Submission</th> </tr> </thead> <tbody> <tr> <td>2022</td> <td>09/02/2022</td> </tr> </tbody> </table>	Year	Date of Submission	2022	09/02/2022	
Year	Date of Submission				
2022	09/02/2022				
Extended Profile					
1. Programme					
1.1 Number of courses offered by the institution across all programs during the year	4				
<table border="1"> <thead> <tr> <th>File Description</th> <th>Documents</th> </tr> </thead> <tbody> <tr> <td>Data Template</td> <td style="text-align: center;">View File</td> </tr> </tbody> </table>	File Description	Documents	Data Template	View File	
File Description	Documents				
Data Template	View File				
2. Student					
2.1 Number of students during the year	258				
<table border="1"> <thead> <tr> <th>File Description</th> <th>Documents</th> </tr> </thead> <tbody> <tr> <td>Data Template</td> <td style="text-align: center;">View File</td> </tr> </tbody> </table>	File Description	Documents	Data Template	View File	
File Description	Documents				
Data Template	View File				
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	232				
<table border="1"> <thead> <tr> <th>File Description</th> <th>Documents</th> </tr> </thead> <tbody> <tr> <td>Data Template</td> <td style="text-align: center;">View File</td> </tr> </tbody> </table>	File Description	Documents	Data Template	View File	
File Description	Documents				
Data Template	View File				

2.3	275
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	30
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	No File Uploaded
4.Institution	
4.1	25
Total number of Classrooms and Seminar halls	
4.2	12054147.9
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	96
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The institution has adhered to the rules and regulations of

Mangalore University with regard to the implementation of the curriculum. The college employs a standardized mechanism for the effective implementation of the curriculum. The process starts by following the academic calendar provided by the University. The delivery of the curriculum is designed by the departments through staff meetings, setting up the timetable, preparing the lesson plan, and maintaining the work diary. The syllabi are shared among the faculty by the HoDs, by considering the specialization of the faculties.

The lesson plan is prepared by every faculty member at the beginning of the academic year . They maintain the records of theory and practical classes conducted. The faculty engage in extra classes for theory and practical as and when necessary and maintains the records. Internet, Computer, LCD projectors, and other Audiovisual aids are used on a regular basis for effective delivery of the curriculum.

The widespread Covid-19 compelled the institution to conduct online classes and evaluation processes. Several apps such as Google Classroom, Google meet, Zoom, Webex, WhatsApp, and Telegram were used for curriculum delivery. A Wifi-hotspot facility was provided by the college for curriculum delivery. The faculty of the college participated in a good number of webinars, virtual FDPs, workshops, and seminars for the enrichment of the subject.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

- An academic calendar is set and distributed among students and faculty members at the beginning of the academic year
- The calendar contains the information about the internal assessment schedule as per the guidelines of the University.

- There are two internal assessment examinations in each semester.
- There is an Internal Assessment Examination committee to set the timetable up and execute examination works.
- Each department decides the syllabus, question paper pattern and Internal Assessment marks within the framework of university guidelines.
- The display of marks and attendance is done as per the calendar of events and is duly signed by the students before the final submission of the marks to the university. The detailed evaluation of the performance of the students is informed to the parents.
- As a part of CIE, write up assignments, seminars, paper presentations, fieldwork, internships, industrial visits, project works, etc. are assigned and timely submission of the same is instructed.
- Internal Assessment tests (IA), assignments, quizzes, and seminars are part of the Continuous Internal Evaluation (CIE) of students
- Submission of records, viva-voce, and practical examinations are the major components of laboratory course evaluation.
- There are various clubs and associations in the institution which support the execution of calendar events.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.

Academic council/BoS of Affiliating University
Setting of question papers for UG/PG programs
Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
Assessment /evaluation process of the affiliating University

C. Any 2 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

3

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

2

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

35

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during

the year

38

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The curriculum implemented in the college focuses on the value addition and inculcation of ethical values among the students. Clubs and associations of the college are integrated in the task. There are various systematic approaches to achieve the same.

- Professional ethics boosting programmes such as training sessions, guest lectures are being a part of curriculum implementation.
- Clubs and associations of the college are active in sensitising health, wellness, and environmental issues; which are theoretically taught in the class are practically demonstrated. As a giant step towards the realisation of the importance of health and wellness among students, there were programmes that create awareness about the spread of Coronavirus and its prevention methods. Covid -19 vaccination drive was held in the college.
- NCC, NSS and Rovers and Rangers units have organised many environmental and health awareness activities like Swatch Bharath Abhiyan, Safai Apnaye Bimari Hataye, FIT India Freedom Run, etc. to address the issues related to environmental sustainability and human values.
- The college demonstrates environmental concern by maintaining a clean-green and plastic-free campus, rainwater harvesting

technique, sapling plantation and maintenance, etc. The Go-Green initiative is instrumental in demonstrating the students about the preservation of greenery.

- Women's Forum of the college organised gender sensitivity and women empowerment programmes which help in the realisation of curriculum ideas by including online training of craft, self-defence technique and karate.
- The drama and yakshagana training clubs of the college are instrumental in bringing out the multi-faceted talents of the students which boost ethical and moral values.
- The institution organises and deputed the students to various camps related to sports, NSS, NCC and Rangers & Rovers which help in inculcating professional and ethical values among the students.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	No File Uploaded

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

01

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

13

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students
Teachers
Employers
Alumni

A. All of the above

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows **B. Feedback collected, analyzed and action has been taken**

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://smscollege.org/wp-content/uploads/2022/03/feedbackfile.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

440

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

258

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Advanced learners are motivated by the class advisors and the subject teachers by providing the study materials required and they also refer to the books and journals. Plenty of books are available

in the college library, in case the concerned books required by the students are not available; the Librarian will make available the books. The library has computers with an internet facility to access online study material. Staff also suggests the students go through the websites and videos which help them to increase their knowledge. Rank holders, Gold medalists, and Achievers are honored so that they get motivated for their future and also to attract the upcoming students to make their best efforts.

Competitive exam coaching is provided on the college campus. Resource persons and experts are invited to give information and training. HRD Cell organizes training and developmental activities to improve the interview and communicative skills for better placement. The faculty encourages the students to participate in various seminars, workshops, conferences and to present their papers.

Class tests and periodic assessments are conducted to enhance the learning capacity of slow learners. Remedial classes are conducted for slow learners.

A counseling facility is provided by the needy.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
778	38

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Teachers use different teaching aids to make the teaching-learning more effective. The faculty members use many ways, for example,

lecture method, project, and fieldwork, interaction, computer-assisted method, etc.

In addition to the chalk and talk method, the lecturers use ICT-enabled tools for the effective teaching-learning process, such as PPT, online sources, video clippings, audio system, etc. Classrooms are fully furnished with LCD computers. Students' centric teaching is promoted by ensuring the classroom environment is learner-friendly. A question & answer session is used to assess the quality of understanding. Faculty performance is monitored by student feedback.

Guest lectures are organized in each department regarding their academics. Library facilities help the students in the self-learning process. Group learning helps slow learners to develop problem-solving, communication skills, etc. The class advisors create a WhatsApp group and Google classroom app so that they share academic information with each other. Emphasis is given on proper academic preparation and completion of the syllabus. Any doubts raised by students are clarified by explaining the topic. The UG & PG course has project work. The lecturers guide the students in the preparation of the project work.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Due to the covid-19 pandemic, the college had to adopt the ICT teaching-learning process. Faculty members used E-Learning Resources, social networking sites, learning platforms like Google Classroom, YouTube, email, WhatsApp, Zoom, WebEx, Google meet, etc. These resources are used to provide syllabus, study materials, conduct tests, assignments, make announcements, share information, etc.

The institution has installed Wi-Fi on the campus to support educational activities. All the departments provide study materials to the students for easy follow-up and learning the concepts through INFLIBNET.

The library provides computers, E-books, and online journals which are freely available through INFLIBNET. Online reference, lecture, educational videos, motivational talks, and web reference supports the teaching-learning process.

General ICT tools used by our faculties are desktops, laptops, printers, photocopiers, projectors, pen drives, scanners, etc.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

33

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	No File Uploaded
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

38

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

2

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

38

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Our College follows the guidelines issued by Mangalore University. The college has a transparent and robust evaluation process in terms of frequency and mode. There is a standard process of internal examination system in the college. According to the academic Calendar, the Principal holds meetings for the faculties and directs the examination committee to conduct exams transparently. In order to ensure transparency in internal assessment, the system is communicated with the students well in advance. Due to Covid - 19, the college conducted online internal assessments so that students are continuously involved in academic activities.

The evaluation method comprises of internal examination, unit tests, group discussions, viva-voce, practical exams, assignments, fieldwork, and seminar presentation which are made progressively during the semesters and are designed to check and report the periodic performance of the students. Guidance is given to the needy after the assessment. The answer scheme is prepared and evaluation is done by the respective subject teacher.

All the records and data of attendance are maintained by the mentor for monitoring academic quality.

Transparent and robust mechanisms:

1. Internal examination committee
2. Question paper setting
3. Conducting of the examination
4. Interaction with students regarding their internal assessment

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

AT INSTITUTIONAL LEVEL:

The college has a well-designed mechanism. The students can approach the respective teachers, HODs, Office staff and Principal to redress the examination related grievances.

1. Internal assessments:
2. The internal test answer scripts are given to the students in the class for self-assessment.
3. Teacher in charge will address students' grievances.
4. At the end of the semester the average marks of both the internal examinations are calculated and verified by the students along with the individual signature.
5. Assignments:

- Subject in-charge evaluates assignments based on the criteria.
- The evaluated assignments are given back to the students.

AT UNIVERSITY LEVEL:

- The queries related to the results, corrections in mark sheets, other certificates issued by the university are handled at the Mangalore University examination section after forwarding such queries through the college office section.
- Students are allowed to apply for revaluation, recounting, and challenged evaluation by paying a processing fee to the university.

The norms regarding grievances are displayed on the University website. The Institution follows the University's policy. The entire mechanism to deal with examination-related grievances is time-bound as per University rules and regulations.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Mechanism of Communication of the Course outcomes

a) **Prospectus:** - The Prospectus of the College is made available to the students before the admission process.

b) **Meeting:** - The learning outcome in the form of the result is communicated to the teachers in IQAC Meeting and Staff Meeting.

c) **Personal Counselling** - Personal counselling is provided to needy students.

d) **Orientation** - The students are also communicated about the Programme outcomes, Programme Specific Outcomes and Course outcomes at the beginning of the academic year through the programme.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Attainment of the Course Outcome

The course outcome is measured through the syllabus, completion of syllabus, continuous evaluation process (internal evaluation), setting up of question papers, evaluation, and results.

At the Departmental level

The Heads of the Departments and the teachers complete the courses syllabus in time and if needed extra classes are conducted. As per the university guidelines, 75% attendance is mandatory. The student will maintain the required percentage. University semester examination will be of 3 hours duration.

The evaluation is done through tests, written assignments, oral presentations, fieldwork by the students.

Attainment of the Programme Specific Outcome

The programme specific outcome is measured by taking the aggregate result of all courses in a given programme of an individual student.

Attainment of the Programme Outcomes

At the Post Graduate and Undergraduate level, the attainment of programme outcome is measured through students' admission in higher studies in various higher educational institutions in India or abroad.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

236

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://smscollege.org/wp-content/uploads/2022/03/STUDENT-FEEDBACK-FORM.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

3

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	No File Uploaded

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during

the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

0

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	No File Uploaded

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

0

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	No File Uploaded

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The extension activities of the college are intended to sensitize the students to develop social values, community-oriented thinking and help them to realize their social responsibilities. Students get practical exposure to the social issues and it widened their knowledge on social problems, which further help them to inculcate a nature of finding solutions to the social problems.

The diverse community-oriented programmes and activities were conducted by NCC, NSS, Rangers and Rovers clubs. Along with the regular community-oriented activities, the virtual mode of programmes was also conducted to educate the public on Covid symptoms and Covid Vaccination. It also helped the students to realize the importance of learning virtual techniques and using modern gadgets and applications in a positive way. In the last academic year, various extension activities were conducted such as

Environmental Awareness Programmes, Health Awareness Programmes, Swachhata Pakhwada, Fit India Run, Vaccination Awareness Programmes. These programmes had facilitated the leadership qualities and life skills among the students and developed democratic values among them.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

5

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	No File Uploaded

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

27

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	No File Uploaded

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

1127

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

0

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	No File Uploaded
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

1

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The institution has the availability of up-to-date infrastructure and physical facilities for effective teaching and learning. The vision and mission to offer quality education made us to establish 7.5 acres SMS Campus. We have 25 classrooms in total that can accommodate 40-70 students in each one. These classrooms are facilitated with LCD projectors.

Well-established library (2920 sq ft) functioning from 9:30 am to 5:00 pm. It is stacked with good number of books and periodicals with open access system.

A spacious seminar hall with seating capacity of 70 is available for conducting the seminars, workshops, institutional events etc.

The campus has been enabled with internet facility which helps the faculty to make use of the computers in their respective departments. And the students can also access the internet facility in computer lab as well as in library. The college website is regularly updated. The campus has ladies restroom, girl's hostel and playground. The college has mini auditorium with a seating capacity of 200 for conducting the academic activities. There is a counselling room and other facilities for the effective teaching and learning in the campus. The institution has full backup power supply in the form of UPS and generator for the successful functioning.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The facilities available for sports, games (both indoor and outdoor), gymnasium and cultural activities are adequate.

Some of the major sports facilities available in the college are as follows:

? Spacious playground with 4×100mtr standard track.

? Cricket Ground with pavilion.

? Two Lawn tennis Courts.

? Volleyball Court.

? Table Tennis Court.

? Two Indoor Wooden Badminton Courts.

? Basket Ball..

These sports facilities (100%) are useful for the students, staff as well as for the public.

- Gymnasium for both men and women. User rate is 70% by the students.

- Net practice facilities are also available.

The Physical Education Department is headed by Physical education Director to educate the students. The institution consults coaches for encouraging the students to participate actively in various sports activities.

The institution has amini auditoriumfor small gathering and a main auditoriumto facilitate cultural activities with a seating capacity of 200 and 1000 respectively.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

0

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

16

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

0.38498

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

Name of ILMS software: EASYLIB

Nature of Automation (Fully or Partially): Fully

Version: Standard

Year of Automation: 2009-10

The Integrated Library Management Software EASYLIB co-ordinates the Library Administration and all the books are labeled with barcodes. It provides a user - friendly atmosphere in the library.

The Library Management System covers library services like Online Public Access Catalogue (OPAC), book lending, etc. The computerized database makes it easy for students to access the books needed for their curriculum. E-learning facility is also made available for the students.

The library is Wi-Fi enabled. There are 6 computers in the digital library. Printer for scanning and photocopying and a Barcode Printer and Barcode Readers are also available in the library.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources B. Any 3 of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals

during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

1.01279

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

24

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The institution has adequate infrastructure. The campus has been enabled internet service with a bandwidth of 100 Mbps provided by BSNL private limited.

The college has three Wi-Fi access points with a download speed of 35.52Mbit/s and an uploading speed of 48.70Mbit/s. It covers 100 meters for enabling anytime anywhere access to knowledge and learning resources. So the academic and research activities can be handled by the faculty and students with better connectivity.

The institution purchased Quick Heal Internet Security Essentials for one year to provide IT Security Solutions.

AMC(annual maintenance contract) for IT equipment and UPS.

The institution has 14CCTV surveillance for online supervision and monitoring the academic activities.

Attendance of teaching and non-teaching staff members is automated with a biometric system

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Number of Computers

68

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution D. 10 - 5MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

1,16112

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The college has a systematic procedure for the purchase and maintenance of the physical, academic, and support facilities like library, sports, classrooms, computers which supports the overall development of the students. The required item is purchased after the approval of the management. Then, it is entered into the stock register. At the end of the academic year, stock verification is done.

Library: The list of books required is taken from the concerned departments. The finalized list of required books is approved, signed by the Principal, and purchased.

? The weeding out of old titles, schedule of issue/ return of books is chalked out.

? Evaluation of library has been done annually.

Sports: Regarding the maintenance of Indoor Stadium/4X100 meter standard track/ badminton wooden courts/Gymnasium, the college consults experts.

Computers: The college website is maintained regularly by our college staff. Computer maintenance through AMC (Annual Maintenance Charges) is done and non-repairable systems are disposed of.

Classrooms: The college development fund is utilized for the maintenance of infrastructural facilities in the classrooms. The maintenance and the cleaning of the classrooms are done with class IV staff.

The college garden is maintained by the gardener appointed by the institution.

The maintenance of UPS and the generator is done by the technical staff.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

0

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	No File Uploaded

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

60

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

16

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

16

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded

5.1.5 - The Institution has a transparent mechanism for timely redressal of student

B. Any 3 of the above

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

105

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

36

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	No File Uploaded

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

15

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The Students' Council met on 4/2/2021 and decided upon the direct nomination of students' leaders to the various posts for the year 2020-21. Accordingly Mr. Pratheek III B.Com selected as the President, Mr. Akshaya Kumar III B. A and Ms. Swathi III B.Com was selected as the vice presidents, Mr. Kunj Ahamed of III B.Com as the secretary, and Ms. Sweedal D'Almeda II BCA as the joint secretary were nominated as the office bearers of the Students' Council . Secretaries of various clubs and associations, class representatives of all the classes were the members of the Students' Council.

The inauguration of the Students' Council was held on 19/2/21. Rev Fr M.C Mathai was the president of the function. Mr. Sridhar Shetty, Principal, Govt P U College Kokkarne was the inaugurator and chief guest of the function. The Chief Guest distributed certificates to the members of the students' council on this occasion.

Talents day was celebrated to exhibit the talents of the students on 13/3/2021. All the students actively participated in the program.

An Awareness program on Tuberculosis was held on 24/3/2021 in association with District Health Department.

Due to Covid -19, the council could not organize many programs for the rest of the Academic Year.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

101

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Mr. Arjun Prabhu of B.C.A (2008-2011 BATCH) donated winning trophy worth Rs. 15,000/-for the Mangalore University Inter- Collegiate Kho-Kho Tournament 2020-21 held on 27-02-2021.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year **E. <1Lakhs**
(INR in Lakhs)

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Vision:

"Towards Moulding Sublime Lives"

Mission:

The mission of our college is to provide intellectual nourishment to the student community, irrespective of class, creed, and religion, and encourage uprightness, a broader perspective, academic excellence, leadership qualities, and social commitment so that they rise above parochialism and become responsible citizens.

Ours is a minority institution with a cosmopolitan outlook that intends to serve society, irrespective of class, creed, and religion.

- We want to serve the student community by creating an exciting learning environment where excellence is treasured as a way of life.
- Prepare the students to face global competitions and to develop a value system.
- To encourage creativity, diversity, and innovative ideas among staff and students, in tune with the changing scenario.
- Providing students the intellectual nourishment which includes values such as faith in god, moral uprightness, self-confidence, sense of justice, and respect for society.

The mission aims to achieve the following distinctive objectives

- To provide quality education.
- Emphasis on the overall development of the students.
- Create awareness among the students about their obligations to society.
- To wean the students away from parochialism
- To prepare the students to be conscientious in their future lives.
- To strive towards molding sublime lives; is the exalted motto of the college.

The vision and mission of the Institution are in tune with the requirements of the objectives of Higher Education and the Needs of the Society.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The college has adopted a democratic and participative governance policy for the stakeholders. The aim of this policy is to maximize the utilization of human potential available in the college for development.

- Formation of different committees under the supervision of IQAC comprising the representatives of all stakeholders of the college for coordinating important academic and administrative activities of the college.
- Department Heads are given freedom for carrying out various activities and programs.
- The management closely supervises the admission and the performance of the students in every aspect.
- The management acts as the backbone of the college and provides necessary instructions and suggestions. Major decisions like infrastructure facilities, the introduction of new courses and future course of action are taken in consultation with the Principal and the Staff Council.
- The Staff Council of the college meets regularly and discusses the college activities and decisions are taken in relation to the academic and administrative development of the college.
- The Principal and faculty members are actively involved in designing and implementing the Plans and policies to meet the changes and challenges.
- Students' Council is formed for the welfare and development of the students.

The decentralized authority and responsibility at all levels of organizational structure is the inbuilt mechanism that has strengthened the system. This helps the Institution to function smoothly and to move ahead along with its stakeholders.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

According to the vision statement, the Institution has developed a perspective plan for its development. The perspective plan has been designed by the Institute by taking into consideration the suggestions from the stakeholders.

1. Quality Enhancement

The institution is committed to imparting quality education to the students by enabling them to develop the right attitude, professional competence, requisite skills, and by inculcating ethical values in all the students. The Institution is dedicated to making teaching and learning effective by training the students to think and analyze critically. The Institution is specific about enhancing and updating the knowledge of teaching staff, non-teaching staff, and the students. The teachers have attended various training programmes like Orientation Programs, Refresher Courses, Research Methodology Programs, Short Term Courses, Workshops, Conferences, Seminars, ICT training programmes at various other reputed institutions through virtual mode. To make students more competent, a number of capability enhancement programmes such as career counseling, soft skill development, personal counseling, yoga-meditation, etc are organized. Further, for the overall development of the Students, awareness, and training programs are conducted to make them physically fit, mentally alert, intellectually sharp, and spiritually elevated in the changing scenario.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The functioning of the Institution is designed in a systematic way with transparency to get the desired results from various activities. A hierarchical setup is established from top management to bottom level clearly demarking the duties, responsibilities, accountability, and authorities at every stage.

The institution has a Staff Council which strives to achieve the vision and mission of the Institution. It has an effective organizational structure that monitors and improves the working of the institution.

STAFF COUNCIL

- Prepares and reviews the academic and other related activities of the College.
- Plans the programmes/activities to be conducted in the College.
- Provides the guidelines and suggestions for various committees, clubs, associations, HoDs in each and every activity.

PRINCIPAL

- Prepares the agenda and coordinates the meetings.
- Provides leadership and guidance, helps to implement and monitors all the academic activities in compliance with the affiliated university.
- Initiates the developmental activities, monitors the progress, and reports to the Governing Body.
- Collects all the departmental reports in the prescribed form for every Academic Year & action plan of action for the next academic year.
- Ensuring Action Plan for next Academic Year.

COMMITTEES

- Different committees are constituted at the college level. Every committee has well-defined roles and responsibilities.
- Committee In-charge will look after the committee's programs and activities.
- Each activity conducted by the committee is as per the Standard Operating Procedures laid down by the Governing Body.

HEAD OF THE DEPARTMENT

- Coordinates with different committees, Time-table Incharge, Internal Examination Incharge for the smooth and systematic

flow of Academic Activities.

- Prepares the list of slow learners/failed students in each class and conducts remedial classes.
- Ensures the arrangement of departmental activities, Guest lectures, workshops & seminars.

CLUBS AND ASSOCIATIONS

- Organize various activities and programs to enhance the skills of an individual student.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

B. Any 3 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff

The welfare of the teaching and non-teaching staff of the college is taken care of on different fronts like finance, research, physical

and mental health, appreciation and recognition, etc.

Teaching and Non-teaching-

- Casual Leave
- On office Duty (OOD)
- Playground
- Free Wi-Fi
- Traveling Allowance and Registration fees to participants of workshops and seminars.
- Computers with internet facility
- ESI facility
- Maternity leave
- Incentives in the form of increment in salary to those who have completed Ph.D., SLET, or NET.
- Provident fund for management staff
- A canteen and parking facility are available for the staff.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	No File Uploaded

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	No File Uploaded

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

A good performance management system works towards the improvement of the overall organizational performance in ensuring the achievements of the overall institutional mission and vision.

The institution has a performance-based appraisal system for the assessment of teaching and nonteaching staff. The appraisal is based on the annual performance of the employees on the basis of their academic, research, and other extra and co-curricular activities.

Performance Appraisal of Teaching Staff

The teacher, as a learner and as a performer, is also one of the mandatory assessments for his/her performance. Performance is appraised through his/her

Performance Appraisal of Teaching Staff on the basis of Students Feedback:

As the most realistic assessment of a teacher's performance is done by students, the IQAC has introduced the student feedback system as per the NAAC guidelines on institutional parameters. The students continuously assess teacher's performance and reflect their opinions in the feedback forms. The feedback is compiled, analyzed, and communicated to the teacher.

Performance Appraisal of Non-teaching Staff:

The institution has a performance appraisal system for non-teaching staff which is channelized through the Governing Body. At the end of every year, every staff member's performance is measured by considering the efficiency of the employee in work, his/her decision-making power, boldness, special inclination, chastity, and propriety, and then it is submitted to the Governing Body. A few strategies are observed in appraising non-teaching staff's performance this includes the technical contribution of individuals such as Computer knowledge, awareness, productivity, quality, willingness to learn, diligence, etc. Besides they also assess the behavioural aspects like group behaviour, acceptability, punctuality, etc. Seniority is considered for the promotion of non-teaching staff.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The institution has a system of internal and external audits to ensure that funds are used efficiently with proper control and compliance. Internal and external audit assures the management that the accounts are being properly maintained and the system provides adequate safeguards for detection and prevention of any frauds. Qualified Internal Auditors from external resources have been appointed and a team of staff under them does a thorough check and verification of all vouchers of the transactions that are carried out in each financial year. All receipts and payments of transactions are kept in record to make the system efficient, fair, and transparent.

The College accounts are audited for each financial year by Chartered Accountant K.Padmanabha Kanchan Brahmavar. The Financial Year 2020-2021 audit was conducted in accordance with auditing standards generally accepted in India and certified that the account and other documents were up-to-date and fair.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The monetary transactions in the college are done through the bank. The fees collected from students are remitted to the bank account. The Principal and the Secretary of the institution jointly withdraw money from the bank to meet day-to-day expenditure. The planning and allocation of financial resources are put into practice by the management. Optimum utilization of funds is ensured through:-

- Adequate funds are allocated for effective teaching-learning practices that include induction and Orientation Programs, workshops, Inter-Disciplinary activities, Training Programs, Refresher Courses, Faculty Development Programs, Conferences, and Industry-Academia Interactions that ensure quality education.
- Adequate funds are utilized for the development and maintenance of the infrastructure of the institution.
- Renovation of classrooms, labs, and faculty rooms.
- Enhancement of library facilities to augment learning practices
- Some funds are allocated for social service activities as part of social responsibilities through NSS and NCC.
- The Budgetary Approvals are sanctioned by Management.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The IQAC has consistently striven to institutionalize quality assurance strategies and processes at every level of the institution's functioning. From devising strategies to improve the teaching-learning process through increased use of ICT, expanding the scope and usage of technology in every possible area. IQAC had planned and executed a number of quality assurance strategies and processes such as the conduct of regular meetings, collection and analysis of feedback on curriculum and teaching-learning process followed by action, promotion of research, and timely submission of Report.

As a result, there has been incremental growth in various factors.

IQAC has been performing the following tasks on a regular basis

1. Improvement in quality of teaching and research by regular inputs to all concerned based on feedback from stakeholders.
2. Providing inputs for best practices in administration for efficient resource utilization and better services to students and staff.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

For First Cycle -Incremental improvements made for the preceding years with regard to quality.

for second and subsequent cycles-Incremental improvements made for the preceding years with regard to quality and post accreditation quality initiatives.)

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The institution has a women's forum which conducts various gender equity programmes. The orientation programme was conducted for all the first-year girls on 28/01/2021; the forum guides the students on the various issues.

Gender sensitivity programmes are conducted to the students so that they become more aware of how gender plays a role in their life. The programmes organized by the institution on gender sensitization are as follows:

Title of the programme

Date

No. of Participants

Health and Hygiene

5/03/2021

44

Self Defence Technique

08-03-2021

44

- Specific facilities provided for women in terms of:
 1. Safety and security
 - Women's Anti-harassment prevention cell looks into the issues on the campus.
 - The anti-Ragging cell takes strict action in case of any issues.
 - The campus is under CCTV surveillance.
 - Rangers and Rovers participated in the covid19 awareness rally.
 - Disaster Management Programmes were held at Udupi Fire Station.
 - Mobile phone locker facility for students to keep their cell phones safe.
 - Mentors for each class.
 - Watchman for the safety and security on the campus.
 - Fire extinguisher facility.
 - Medical facility with help of Community Health Centre.
 - Separate parking facility for boys and girls students and staff.

1. Counseling

The institution has a separate counseling room. Once a week Professional counselor visits the college. Students and staff meet the counselor and take the counseling in case of any problems. We have to tie up with Dr. A.V. Baliga Memorial Hospital, Doddangudde, Udupi.

1. Common Rooms
2. Ladies retiring room is provided for girl students along with the washroom and dressing room

facility and where they can also take rest.

- Separate dining room.
- SeparateGymnasium facility.
- Hostel for girls with the dedicated warden.

1. Daycare center for young children

There is no daycare center for young children.

1. Any other relevant information

- There are various clubs and associations
- Women'sforum has 44 members.
- Enrollment of girl students and women staff.

Enrollment of Girl Students

375

Woman staff

30

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

- **Solid waste management**

Solid waste is kept separately and disposed of by selling to scrap merchants every year.

- **Liquid waste management**

Rainwater is collected and stored in a rainwater harvesting tank and the overflowed water goes to the storage tank and will be utilized for plants during summer.

- **E-waste management**

E-Waste is stored and sold to scrap dealers.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

B. Any 3 of the above

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. landscaping with trees and plants

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

E. None of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment

C. Any 2 of the above

**with ramps/lifts for easy access to classrooms.
Disabled-friendly washrooms Signage
including tactile path, lights, display boards
and signposts Assistive technology and
facilities for persons with disabilities
(Divyangjan) accessible website, screen-
reading software, mechanized equipment 5.
Provision for enquiry and information :
Human assistance, reader, scribe, soft copies of
reading material, screen reading**

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Ø Ranger and Rover's students served as volunteers during the covid pandemic in various institutions.

Ø On 24th March 2021 awareness rally about Tuberculosis (TB) was conducted by NSS along with the Government Hospital Brahmavar.

Ø A rally was conducted on 16th April 2021 by the NSS students to motivate the public to take the Covid Vaccination and precautions to be taken to be safe.

Ø Online video programme was organized to create awareness about social distance, use of sanitization, and mask during the Covid19 pandemic.

Ø Staff of the college served as a Nodal Officer.

Ø During Covid19 the college hostel was used as an Isolation center for arrant travelers.

Ø Staff and students were served as volunteers in the vaccination drive.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

- International Tuberculosis Day was organized on 24th March 2021, to make the public aware of the menace of Tuberculosis.
- Martyrs Day was observed.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. **B. Any 3 of the above**

Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

International woman's day:

International woman's day was celebrated on 8th March 2021, by the NSS & womens' forum students. Martial art training was given to the girl students so that it would help them in day-to-day life to protect them from a violent situation.

International Tuberculosis Day :

International Tuberculosis Day was organized on 24th March 2021, to make the public aware of the menace of Tuberculosis.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Title of the practice: Mid Day Meal

Objectives of the practices:

1. To provide Nutritional & hygienic lunches to the students

within the campus.

2. To provide Free and subsidized meals to needy students.

The Context:

- 70% of the students take a meal in our college canteen

The Practice:

- Separate dining hall for boys and girls
- Removal of the footwear before entering the dining hall
- The regular chef prepares the food every day
- Food is served by the student volunteers.
- The custom of prayer before the meal is the tradition.
- Proper waste disposal.
- Students have to Wash their plates by themselves
- Cleanliness is always maintained.
- The canteen committee along with the other staff manages the canteen.

Problems Encountered and Resources Required:

- Space constraints: Even though our college has two separate dining halls there is space constraint. Students who serve find it difficult to move.
- Only vegetarian lunch is provided.
- More Finance assistance is required to provide free meals to more students.

Notes (optional)

Our college takes care of the student's health by providing subsidized & hygienic lunch facilities for all the students. Even on special occasions special items are prepared and also the invitees are provided with a hygienic lunch facility.

Best Practices II

Title of the practice: Virtual classes/ webinars

Objectives of the practices:

- To increase new technical skills among the students and faculty.
- To make students familiar with the virtual classes and seminars.

The Context:

Online learning helps the students to meet the needs of evolution in the job market. The institution has taken initiatives to provide online classes and provide skill development programmes. Required platforms like Google classroom, Google meet, and zoom are used.

The Practice:

All the staff has created a separate classroom and even WhatsApp group to send the recorded classes and links related to live classes. The online assessment test is conducted online and students will send the answer copies in the google classroom.

Problems Encountered and Resources Required:

- Network issues
- Training to the faculty
- Smartboards.

Notes (optional)

By creating WhatsApp group we can communicate with all the students immediately.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Academic Achievements

Ranks

Our college had received 2 ranks in UG under Mangalore University Examination

Ankitha Bhat of III B.A. secured- 1stRank

Gayathri A of III B.A secured- 7thRank

Gold medals

Ms. Ankitha Bhat of III B.A. of our college secured Dr. CT. Abraham gold medal in English optional and T.M.A. Pai gold medal in B.A. all Subjects

Ms. Vineetha of III B.Com secured a gold medal in Financial Accounting by securing out of out in V & VI Mangalore University Semester Examination.

Rajya Puraskhar Award

Our 5 students from Rovers and Rangers Association - Rover Karthik Prabhu and Rangers Shaunusha Shetty, Deepika D Shetty, Suraksha, Anujna of III B.Com have successfully completed Rajya Puraskar Examination and have received Rajya Puraskar Award(Governor Award).

Sports Achievements:

The year 2020-21 is an awful year for sports and games Mangalore University has been given the responsibility of organizing various University level Inter-Collegiate Sports and Games in our institution.

College Hosted Mangalore University Inter-Collegiate Men's and Women's Udupi Zone Kho Kho Tournament on 27th February 2021 and Mangalore University Inter Collegiate men Cricket Tournament from 13.02.21 to 28.02.2021 Udupi Zone, Mangalore University Inter Collegiate Women's Cricket tournament on 07.03.2021 and also Mangalore University Inter Collegiate Udupi Zone Traditional Games

on 20.02.2021

Athletics

Ms. Deekshitha of III B.Com A secured Bronze Medal in 400-meter Hurdles in 40th Mangalore University Inter-Collegiate and differently able children's athletic championship 2020-21 on 1st and 2nd March 2021 held at Dr. G Shankar First Grade Women's College Ajjarakadu, Udupi.

Ms. Divya Jyothi of II B.Com A secured Silver Medal in Javelin Throw in 40th Mangalore University Inter-Collegiate and differently able children's athletic championship 2020-21 organized by Dr. G Shankar First Grade Women's College Ajjarakadu, Udupi.

POWERLIFTING

Mr. Karthik of III B.A. I Batch secured Silver Medal in 53KG weight category Junior Benchpress event organized by Karnataka State Power Lifting Association and Shri Veeramaruthi Gym Saligrama held at Sri Gurunarasimha Temple open-air Hall Saligrama from 26th to 28th February 2021

Mr. Sampath of II B.Com C secured Gold Medal in 83KG weight category Sub-junior and Bronze medal in junior benchpress event organized by Karnataka State Power Lifting Association and Shri Veeramaruthi Gym Saligrama held at Sri Gurunarasimha Temple open-air Hall Saligrama on 26th to 28th February 2021

Mr. Sumanth of I B.Com A secured Gold Medal in 74KG weight category Sub-junior and benchpress event organized by Karnataka State Power Lifting Association and Shri Veeramaruthi Gym Saligrama Held at Sri Gurunarasimha Temple open-air Hall Saligrama from 26th to 28th February 2021

Mr. Rohan of III B. A II secured Gold Medal in benchpress event organized by Karnataka State Power Lifting Association and Davangere Powerlifting Association held at Davangere

Mr. Kerthiraj of II B.Com A secured Gold Medal in benchpress event organized by Karnataka State Power Lifting Association and Davangere Powerlifting Association held at Davangere

Traditional Games

Our College Men and Women's Traditional Games Team Secured First

Place in Lagori event and runner's up in Areca Leaf Race and also the first place in one leg race in the women section. Our College has organized University Level Inter-Collegiate Traditional Games for Men and Women in our College ground on 20.02.2021.

Kho-Kho

Our College Men Kho- Kho Team Secured First place in Mangalore University Inter Collegiate Udupi Taluk Level Men's Kho- kho Tournament 2020- 21 organized by our College on 27thFeb 2021.

Our College Women Kho- Kho Team Secured Runners up in Mangalore University Inter Collegiate Udupi Taluk Level Women's Kho- Kho Tournament 2020- 21 organized by us on 27thFeb 2021

Lawn Tennis

Our College Men and Women's Lawn Tennis team secured Third place in Mangalore University Inter Collegiate Lawn Tennis Tournament Organized by G F G C Tenkanidiyuru on 18-2-2021 at Ajjarkadu indoor stadium, Udupi.

Staff Cricket Tournament

Our Staff Men's Cricket Team Secured Runner Up Place in Mangalore University Inter Collegiate Staff Cricket Tournament 2020-21 organized by Dr. B B Hegde First Grade College, Kundapura on 30.03.2021.

National Sports Day

We have organized Fit India Run Event on the occasion of National Sports 2021. As a part of the event, our sports students ran about 3km along with The Principal and staff of the institution. President of OSCES Rev.Fr.M.C.Mathai presided over the function and Dr.Ramachandra Patkar was the chief guest.

Staff Achievements:

Dr. Vidyalatha from the Dept of Kannada was awarded PhD. in Kannada from Kannada University, Hampi. - Title of Thesis "Patterns of social Structure in Kannada Novels of Coastal Karnataka"

Certificate Courses

Drama and Yakshagana Club

18 students of Drama Club and 17 students from Yakshaganacub are trained and certificates are provided to them. Their talent will be exhibited on college day and council day.

Scholarships and Fee concession

1. Students who have scored 90% and above have got fee concession
 2. Various Scholarships are provided to the students who score the highest marks in various subjects.
 3. Subsidized hygienic lunch facility for all the students and fee concession to the needy students.
 4. Poor students merit cum means scholarships
- Our college has got 4X100 meter standard track, Cricket ground with pavilion, 3 Lawn Tennis court and 2 Badminton wooden courts, Basket Ball court, and wrestling beds.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The institution has adhered to the rules and regulations of Mangalore University with regard to the implementation of the curriculum. The college employs a standardized mechanism for the effective implementation of the curriculum. The process starts by following the academic calendar provided by the University. The delivery of the curriculum is designed by the departments through staff meetings, setting up the timetable, preparing the lesson plan, and maintaining the work diary. The syllabi are shared among the faculty by the HoDs, by considering the specialization of the faculties.

The lesson plan is prepared by every faculty member at the beginning of the academic year . They maintain the records of theory and practical classes conducted. The faculty engage in extra classes for theory and practical as and when necessary and maintains the records. Internet, Computer, LCD projectors, and other Audiovisual aids are used on a regular basis for effective delivery of the curriculum.

The widespread Covid-19 compelled the institution to conduct online classes and evaluation processes. Several apps such as Google Classroom, Google meet, Zoom, Webex, WhatsApp, and Telegram were used for curriculum delivery. A Wifi-hotspot facility was provided by the college for curriculum delivery. The faculty of the college participated in a good number of webinars, virtual FDPs, workshops, and seminars for the enrichment of the subject.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

- An academic calendar is set and distributed among students and faculty members at the beginning of the academic year
- The calendar contains the information about the internal assessment schedule as per the guidelines of the University.
- There are two internal assessment examinations in each semester.
- There is an Internal Assessment Examination committee to set the timetable up and execute examination works.
- Each department decides the syllabus, question paper pattern and Internal Assessment marks within the framework of university guidelines.
- The display of marks and attendance is done as per the calendar of events and is duly signed by the students before the final submission of the marks to the university. The detailed evaluation of the performance of the students is informed to the parents.
- As a part of CIE, write up assignments, seminars, paper presentations, fieldwork, internships, industrial visits, project works, etc. are assigned and timely submission of the same is instructed.
- Internal Assessment tests (IA), assignments, quizzes, and seminars are part of the Continuous Internal Evaluation (CIE) of students
- Submission of records, viva-voce, and practical examinations are the major components of laboratory course evaluation.
- There are various clubs and associations in the institution which support the execution of calendar events.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	Nil

<p>1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University</p>	<p>C. Any 2 of the above</p>								
<table border="1"> <thead> <tr> <th data-bbox="102 651 537 714">File Description</th> <th data-bbox="547 651 1437 714">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="102 714 537 898">Details of participation of teachers in various bodies/activities provided as a response to the metric</td> <td data-bbox="547 714 1437 898" style="text-align: center;">View File</td> </tr> <tr> <td data-bbox="102 898 537 960">Any additional information</td> <td data-bbox="547 898 1437 960" style="text-align: center;">No File Uploaded</td> </tr> </tbody> </table>	File Description	Documents	Details of participation of teachers in various bodies/activities provided as a response to the metric	View File	Any additional information	No File Uploaded			
File Description	Documents								
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File								
Any additional information	No File Uploaded								
<p>1.2 - Academic Flexibility</p>									
<p>1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented</p>									
<p>1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented</p>									
<p>3</p>									
<table border="1"> <thead> <tr> <th data-bbox="102 1301 537 1364">File Description</th> <th data-bbox="547 1301 1437 1364">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="102 1364 537 1435">Any additional information</td> <td data-bbox="547 1364 1437 1435" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="102 1435 537 1536">Minutes of relevant Academic Council/ BOS meetings</td> <td data-bbox="547 1435 1437 1536" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="102 1536 537 1632">Institutional data in prescribed format (Data Template)</td> <td data-bbox="547 1536 1437 1632" style="text-align: center;">View File</td> </tr> </tbody> </table>	File Description	Documents	Any additional information	No File Uploaded	Minutes of relevant Academic Council/ BOS meetings	No File Uploaded	Institutional data in prescribed format (Data Template)	View File	
File Description	Documents								
Any additional information	No File Uploaded								
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded								
Institutional data in prescribed format (Data Template)	View File								
<p>1.2.2 - Number of Add on /Certificate programs offered during the year</p>									
<p>1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)</p>									
<p>2</p>									

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

35

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

38

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The curriculum implemented in the college focuses on the value addition and inculcation of ethical values among the students. Clubs and associations of the college are integrated in the task. There are various systematic approaches to achieve the same.

- Professional ethics boosting programmes such as training sessions, guest lectures are being a part of curriculum implementation.
- Clubs and associations of the college are active in sensitising health, wellness, and environmental issues; which are theoretically taught in the class are practically demonstrated. As a giant step towards the realisation of the importance of health and wellness among students, there

were programmes that create awareness about the spread of Coronavirus and its prevention methods. Covid -19 vaccination drive was held in the college.

- NCC, NSS and Rovers and Rangers units have organised many environmental and health awareness activities like Swatch Bharath Abhiyan, Safai Apnaye Bimari Hataye, FIT India Freedom Run, etc. to address the issues related to environmental sustainability and human values.
- The college demonstrates environmental concern by maintaining a clean-green and plastic-free campus, rainwater harvesting technique, sapling plantation and maintenance, etc. The Go-Green initiative is instrumental in demonstrating the students about the preservation of greenery.
- Women's Forum of the college organised gender sensitivity and women empowerment programmes which help in the realisation of curriculum ideas by including online training of craft, self-defence technique and karate.
- The drama and yakshagana training clubs of the college are instrumental in bringing out the multi-faceted talents of the students which boost ethical and moral values.
- The institution organises and deputed the students to various camps related to sports, NSS, NCC and Rangers & Roves which help in inculcating professional and ethical values among the students.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	No File Uploaded

1.3.2 - Number of courses that include experiential learning through project work/field

work/internship during the year

01

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

13

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

A. All of the above

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://smscollege.org/wp-content/uploads/2022/03/feedbackfile.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

440

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

258

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Advanced learners are motivated by the class advisors and the subject teachers by providing the study materials required and they also refer to the books and journals. Plenty of books are available in the college library, in case the concerned books required by the students are not available; the Librarian will make available the books. The library has computers with an internet facility to access online study material. Staff also suggests the students go through the websites and videos which help them to increase their knowledge. Rank holders, Gold medalists, and Achievers are honored so that they get motivated for their future and also to attract the upcoming students to make their best efforts.

Competitive exam coaching is provided on the college campus. Resource persons and experts are invited to give information and training. HRD Cell organizes training and developmental activities to improve the interview and communicative skills for better placement. The faculty encourages the students to participate in various seminars, workshops, conferences and to present their papers.

Class tests and periodic assessments are conducted to enhance the learning capacity of slow learners. Remedial classes are conducted for slow learners.

A counseling facility is provided by the needy.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
778	38

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Teachers use different teaching aids to make the teaching-learning more effective. The faculty members use many ways, for example, lecture method, project, and fieldwork, interaction, computer-assisted method, etc.

In addition to the chalk and talk method, the lecturers use ICT-enabled tools for the effective teaching-learning process, such as PPT, online sources, video clippings, audio system, etc. Classrooms are fully furnished with LCD computers. Students' centric teaching is promoted by ensuring the classroom environment is learner-friendly. A question & answer session is used to assess the quality of understanding. Faculty performance is monitored by student feedback.

Guest lectures are organized in each department regarding their academics. Library facilities help the students in the self-learning process. Group learning helps slow learners to develop problem-solving, communication skills, etc. The class advisors create a WhatsApp group and Google classroom app so that they share academic information with each other. Emphasis is given on proper academic preparation and completion of the syllabus. Any doubts raised by students are clarified by explaining the topic. The UG & PG course has project work. The lecturers guide the students in the preparation of the project work.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Due to the covid-19 pandemic, the college had to adopt the ICT teaching-learning process. Faculty members used E-Learning Resources, social networking sites, learning platforms like Google Classroom, YouTube, email, WhatsApp, Zoom, WebEx, Google meet, etc. These resources are used to provide syllabus, study materials, conduct tests, assignments, make announcements, share information, etc.

The institution has installed Wi-Fi on the campus to support educational activities. All the departments provide study materials to the students for easy follow-up and learning the concepts through INFLIBNET.

The library provides computers, E-books, and online journals which are freely available through INFLIBNET. Online reference, lecture, educational videos, motivational talks, and web reference supports the teaching-learning process.

General ICT tools used by our faculties are desktops, laptops, printers, photocopiers, projectors, pen drives, scanners, etc.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

33

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	No File Uploaded
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality	
2.4.1 - Number of full time teachers against sanctioned posts during the year	
38	
File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded
2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)	
2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year	
2	
File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File
2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)	
2.4.3.1 - Total experience of full-time teachers	
38	
File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Our College follows the guidelines issued by Mangalore University. The college has a transparent and robust evaluation process in terms of frequency and mode. There is a standard process of internal examination system in the college. According to the academic Calendar, the Principal holds meetings for the faculties and directs the examination committee to conduct exams transparently. In order to ensure transparency in internal assessment, the system is communicated with the students well in advance. Due to Covid - 19, the college conducted online internal assessments so that students are continuously involved in academic activities.

The evaluation method comprises of internal examination, unit tests, group discussions, viva-voce, practical exams, assignments, fieldwork, and seminar presentation which are made progressively during the semesters and are designed to check and report the periodic performance of the students. Guidance is given to the needy after the assessment. The answer scheme is prepared and evaluation is done by the respective subject teacher.

All the records and data of attendance are maintained by the mentor for monitoring academic quality.

Transparent and robust mechanisms:

1. Internal examination committee
2. Question paper setting
3. Conducting of the examination
4. Interaction with students regarding their internal assessment

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound

and efficient

AT INSTITUTIONAL LEVEL:

The college has a well-designed mechanism. The students can approach the respective teachers, HODs, Office staff and Principal to redress the examination related grievances.

1. Internal assessments:
2. The internal test answer scripts are given to the students in the class for self-assessment.
3. Teacher in charge will address students' grievances.
4. At the end of the semester the average marks of both the internal examinations are calculated and verified by the students along with the individual signature.
5. Assignments:
 - Subject in-charge evaluates assignments based on the criteria.
 - The evaluated assignments are given back to the students.

AT UNIVERSITY LEVEL:

- The queries related to the results, corrections in mark sheets, other certificates issued by the university are handled at the Mangalore University examination section after forwarding such queries through the college office section.
- Students are allowed to apply for revaluation, recounting, and challenged evaluation by paying a processing fee to the university.

The norms regarding grievances are displayed on the University website. The Institution follows the University's policy. The entire mechanism to deal with examination-related grievances is time-bound as per University rules and regulations.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Mechanism of Communication of the Course outcomes

a) Prospectus: - The Prospectus of the College is made available to the students before the admission process.

b) Meeting: - The learning outcome in the form of the result is communicated to the teachers in IQAC Meeting and Staff Meeting.

c) Personal Counselling - Personal counselling is provided to needy students.

d) Orientation - The students are also communicated about the Programme outcomes, Programme Specific Outcomes and Course outcomes at the beginning of the academic year through the programme.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Attainment of the Course Outcome

The course outcome is measured through the syllabus, completion of syllabus, continuous evaluation process (internal evaluation), setting up of question papers, evaluation, and results.

At the Departmental level

The Heads of the Departments and the teachers complete the courses syllabus in time and if needed extra classes are conducted. As per the university guidelines, 75% attendance is mandatory. The student will maintain the required percentage. University semester examination will be of 3 hours duration.

The evaluation is done through tests, written assignments, oral presentations, fieldwork by the students.

Attainment of the Programme Specific Outcome

The programme specific outcome is measured by taking the aggregate result of all courses in a given programme of an individual student.

Attainment of the Programme Outcomes

At the Post Graduate and Undergraduate level, the attainment of programme outcome is measured through students' admission in higher studies in various higher educational institutions in India or abroad.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year**2.6.3.1 - Total number of final year students who passed the university examination during the year**

236

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey**2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)**

<https://smscollege.org/wp-content/uploads/2022/03/STUDENT-FEEDBACK-FORM.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution

during the year

3

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	No File Uploaded

3.2 - Research Publications and Awards**3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year****3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year**

0

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	No File Uploaded

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year**3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year**

0

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	No File Uploaded

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The extension activities of the college are intended to sensitize the students to develop social values, community-oriented thinking and help them to realize their social responsibilities. Students get practical exposure to the social issues and it widened their knowledge on social problems, which further help them to inculcate a nature of finding solutions to the social problems.

The diverse community-oriented programmes and activities were conducted by NCC, NSS, Rangers and Rovers clubs. Along with the regular community-oriented activities, the virtual mode of programmes was also conducted to educate the public on Covid symptoms and Covid Vaccination. It also helped the students to realize the importance of learning virtual techniques and using modern gadgets and applications in a positive way. In the last academic year, various extension activities were conducted such as Environmental Awareness Programmes, Health Awareness Programmes, Swachhata Pakhwada, Fit India Run, Vaccination Awareness Programmes. These programmes had facilitated the leadership qualities and life skills among the students and developed democratic values among them.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

5

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	No File Uploaded

3.3.3 - Number of extension and outreach programs conducted by the institution through

NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

27

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	No File Uploaded

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

1127

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

0

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	No File Uploaded
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

1

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The institution has the availability of up-to-date infrastructure and physical facilities for effective teaching and learning. The vision and mission to offer quality education made us to establish 7.5 acres SMS Campus. We have 25 classrooms in total that can accommodate 40-70 students in each one. These classrooms are facilitated with LCD projectors.

Well-established library (2920 sq ft) functioning from 9:30 am to 5:00 pm. It is stacked with good number of books and periodicals with open access system.

A spacious seminar hall with seating capacity of 70 is available

for conducting the seminars, workshops, institutional events etc.

The campus has been enabled with internet facility which helps the faculty to make use of the computers in their respective departments. And the students can also access the internet facility in computer lab as well as in library. The college website is regularly updated. The campus has ladies restroom, girl's hostel and playground. The college has mini auditorium with a seating capacity of 200 for conducting the academic activities. There is a counselling room and other facilities for the effective teaching and learning in the campus. The institution has full backup power supply in the form of UPS and generator for the successful functioning.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The facilities available for sports, games (both indoor and outdoor), gymnasium and cultural activities are adequate.

Some of the major sports facilities available in the college are as follows:

? Spacious playground with 4×100mtr standard track.

? Cricket Ground with pavilion.

? Two Lawn tennis Courts.

? Volleyball Court.

? Table Tennis Court.

? Two Indoor Wooden Badminton Courts.

? Basket Ball..

These sports facilities (100%) are useful for the students, staff as well as for the public.

- Gymnasium for both men and women. User rate is 70% by the students.

- Net practice facilities are also available.

The Physical Education Department is headed by Physical education Director to educate the students. The institution consults coaches for encouraging the students to participate actively in various sports activities.

The institution has a mini auditorium for small gathering and a main auditorium to facilitate cultural activities with a seating capacity of 200 and 1000 respectively.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

0

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

16

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

0.38498	
File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File
4.2 - Library as a Learning Resource	
4.2.1 - Library is automated using Integrated Library Management System (ILMS)	
<p>Name of ILMS software: EASYLIB</p> <p>Nature of Automation (Fully or Partially): Fully</p> <p>Version: Standard</p> <p>Year of Automation: 2009-10</p> <p>The Integrated Library Management Software EASYLIB co-ordinates the Library Administration and all the books are labeled with barcodes. It provides a user - friendly atmosphere in the library.</p> <p>The Library Management System covers library services like Online Public Access Catalogue (OPAC), book lending, etc. The computerized database makes it easy for students to access the books needed for their curriculum. E-learning facility is also made available for the students.</p> <p>The library is Wi-Fi enabled. There are 6 computers in the digital library. Printer for scanning and photocopying and a Barcode Printer and Barcode Readers are also available in the library.</p>	
File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	B. Any 3 of the above								
<table border="1"> <thead> <tr> <th data-bbox="102 400 547 465">File Description</th> <th data-bbox="547 400 1437 465">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="102 465 547 566">Upload any additional information</td> <td data-bbox="547 465 1437 566" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="102 566 547 745">Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)</td> <td data-bbox="547 566 1437 745" style="text-align: center;">View File</td> </tr> </tbody> </table>	File Description	Documents	Upload any additional information	No File Uploaded	Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File			
File Description	Documents								
Upload any additional information	No File Uploaded								
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File								
4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)									
4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)									
1.01279									
<table border="1"> <thead> <tr> <th data-bbox="102 1068 547 1133">File Description</th> <th data-bbox="547 1068 1437 1133">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="102 1133 547 1193">Any additional information</td> <td data-bbox="547 1133 1437 1193" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="102 1193 547 1261">Audited statements of accounts</td> <td data-bbox="547 1193 1437 1261" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="102 1261 547 1440">Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)</td> <td data-bbox="547 1261 1437 1440" style="text-align: center;">View File</td> </tr> </tbody> </table>	File Description	Documents	Any additional information	No File Uploaded	Audited statements of accounts	No File Uploaded	Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File	
File Description	Documents								
Any additional information	No File Uploaded								
Audited statements of accounts	No File Uploaded								
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File								
4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)									
4.2.4.1 - Number of teachers and students using library per day over last one year									
24									
<table border="1"> <thead> <tr> <th data-bbox="102 1718 547 1783">File Description</th> <th data-bbox="547 1718 1437 1783">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="102 1783 547 1843">Any additional information</td> <td data-bbox="547 1783 1437 1843" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="102 1843 547 1951">Details of library usage by teachers and students</td> <td data-bbox="547 1843 1437 1951" style="text-align: center;">View File</td> </tr> </tbody> </table>	File Description	Documents	Any additional information	No File Uploaded	Details of library usage by teachers and students	View File			
File Description	Documents								
Any additional information	No File Uploaded								
Details of library usage by teachers and students	View File								
4.3 - IT Infrastructure									

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The institution has adequate infrastructure. The campus has been enabled internet service with a bandwidth of 100 Mbps provided by BSNL private limited.

The college has three Wi-Fi access points with a download speed of 35.52Mbit/s and an uploading speed of 48.70Mbit/s. It covers 100 meters for enabling anytime anywhere access to knowledge and learning resources. So the academic and research activities can be handled by the faculty and students with better connectivity.

The institution purchased Quick Heal Internet Security Essentials for one year to provide IT Security Solutions.

AMC(annual maintenance contract) for IT equipment and UPS.

The institution has 14CCTV surveillance for online supervision and monitoring the academic activities.

Attendance of teaching and non-teaching staff members is automated with a biometric system

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Number of Computers

68

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution

D. 10 - 5MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

1,16112

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The college has a systematic procedure for the purchase and maintenance of the physical, academic, and support facilities like library, sports, classrooms, computers which supports the overall development of the students. The required item is purchased after the approval of the management. Then, it is entered into the stock register. At the end of the academic year, stock verification is done.

Library: The list of books required is taken from the concerned departments. The finalized list of required books is approved, signed by the Principal, and purchased.

? The weeding out of old titles, schedule of issue/ return of books is chalked out.

? Evaluation of library has been done annually.

Sports: Regarding the maintenance of Indoor Stadium/4X100 meter standard track/ badminton wooden courts/Gymnasium, the college consults experts.

Computers: The college website is maintained regularly by our college staff. Computer maintenance through AMC (Annual Maintenance Charges) is done and non-repairable systems are disposed of.

Classrooms: The college development fund is utilized for the maintenance of infrastructural facilities in the classrooms. The maintenance and the cleaning of the classrooms are done with class IV staff.

The college garden is maintained by the gardener appointed by the institution.

The maintenance of UPS and the generator is done by the technical staff.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

0

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	No File Uploaded

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

60

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

16

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

16

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

B. Any 3 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression**5.2.1 - Number of placement of outgoing students during the year****5.2.1.1 - Number of outgoing students placed during the year**

105	
File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded
5.2.2 - Number of students progressing to higher education during the year	
5.2.2.1 - Number of outgoing student progression to higher education	
36	
File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	No File Uploaded
5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)	
5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year	
0	
File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
5.3 - Student Participation and Activities	
5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year	
5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.	

15	
File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File
<p>5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)</p> <p>The Students' Council met on 4/2/2021 and decided upon the direct nomination of students' leaders to the various posts for the year 2020-21. Accordingly Mr. Pratheek III B.Com selected as the President, Mr.Akshaya Kumar III B. A and Ms.Swathi III B.Com was selected as the vice presidents, Mr.Kunj Ahamed of III B.Com as the secretary, and Ms.Sweedal D'Almeda II BCA as the joint secretary were nominated as the office bearers of the Students' Council . Secretaries of various clubs and associations, class representatives of all the classes were the members of the Students' Council.</p> <p>The inauguration of the Students' Council was held on 19/2/21. Rev Fr M.C Mathai was the president of the function. Mr. Sridhar Shetty, Principal, Govt P U College Kokkarne was the inaugurator and chief guest of the function. The Chief Guest distributed certificates to the members of the students' council on this occasion.</p> <p>Talents day was celebrated to exhibit the talents of the students on 13/3/2021. All the students actively participated in the program.</p> <p>An Awareness program on Tuberculosis was held on 24/3/2021 in association with District Health Department.</p> <p>Due to Covid -19, the council could not organize many programs for the rest of the Academic Year.</p>	

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded
5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)	
5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year	
101	
File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File
5.4 - Alumni Engagement	
5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services	
Mr. Arjun Prabhu of B.C.A (2008-2011 BATCH) donated winning trophy worth Rs. 15,000/-for the Mangalore University Inter-Collegiate Kho-Kho Tournament 2020-21 held on 27-02-2021.	
File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded
5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Vision:

"Towards Moulding Sublime Lives"

Mission:

The mission of our college is to provide intellectual nourishment to the student community, irrespective of class, creed, and religion, and encourage uprightness, a broader perspective, academic excellence, leadership qualities, and social commitment so that they rise above parochialism and become responsible citizens.

Ours is a minority institution with a cosmopolitan outlook that intends to serve society, irrespective of class, creed, and religion.

- We want to serve the student community by creating an exciting learning environment where excellence is treasured as a way of life.
- Prepare the students to face global competitions and to develop a value system.
- To encourage creativity, diversity, and innovative ideas among staff and students, in tune with the changing scenario.
- Providing students the intellectual nourishment which includes values such as faith in good, moral uprightness, self-confidence, sense of justice, and respect for society.

The mission aims to achieve the following distinctive objectives

- To provide quality education.
- Emphasis on the overall development of the students.

- Create awareness among the students about their obligations to society.
- To wean the students away from parochialism
- To prepare the students to be conscientious in their future lives.
- To strive towards molding sublime lives; is the exalted motto of the college.

The vision and mission of the Institution are in tune with the requirements of the objectives of Higher Education and the Needs of the Society.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The college has adopted a democratic and participative governance policy for the stakeholders. The aim of this policy is to maximize the utilization of human potential available in the college for development.

- Formation of different committees under the supervision of IQAC comprising the representatives of all stakeholders of the college for coordinating important academic and administrative activities of the college.
- Department Heads are given freedom for carrying out various activities and programs.
- The management closely supervises the admission and the performance of the students in every aspect.
- The management acts as the backbone of the college and provides necessary instructions and suggestions. Major decisions like infrastructure facilities, the introduction of new courses and future course of action are taken in consultation with the Principal and the Staff Council.
- The Staff Council of the college meets regularly and discusses the college activities and decisions are taken in relation to the academic and administrative development of the college.
- The Principal and faculty members are actively involved in designing and implementing the Plans and policies to meet

the changes and challenges.

- Students' Council is formed for the welfare and development of the students.

The decentralized authority and responsibility at all levels of organizational structure is the inbuilt mechanism that has strengthened the system. This helps the Institution to function smoothly and to move ahead along with its stakeholders.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

According to the vision statement, the Institution has developed a perspective plan for its development. The perspective plan has been designed by the Institute by taking into consideration the suggestions from the stakeholders.

1. Quality Enhancement

The institution is committed to imparting quality education to the students by enabling them to develop the right attitude, professional competence, requisite skills, and by inculcating ethical values in all the students. The Institution is dedicated to making teaching and learning effective by training the students to think and analyze critically. The Institution is specific about enhancing and updating the knowledge of teaching staff, non-teaching staff, and the students. The teachers have attended various training programmes like Orientation Programs, Refresher Courses, Research Methodology Programs, Short Term Courses, Workshops, Conferences, Seminars, ICT training programmes at various other reputed institutions through virtual mode. To make students more competent, a number of capability enhancement programmes such as career counseling, soft skill development, personal counseling, yoga- meditation, etc are organized. Further, for the overall development of the Students, awareness, and training programs are conducted to make them

physically fit, mentally alert, intellectually sharp, and spiritually elevated in the changing scenario.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The functioning of the Institution is designed in a systematic way with transparency to get the desired results from various activities. A hierarchical setup is established from top management to bottom level clearly demarking the duties, responsibilities, accountability, and authorities at every stage.

The institution has a Staff Council which strives to achieve the vision and mission of the Institution. It has an effective organizational structure that monitors and improves the working of the institution.

STAFF COUNCIL

- Prepares and reviews the academic and other related activities of the College.
- Plans the programmes/activities to be conducted in the College.
- Provides the guidelines and suggestions for various committees, clubs, associations, HoDs in each and every activity.

PRINCIPAL

- Prepares the agenda and coordinates the meetings.
- Provides leadership and guidance, helps to implement and monitors all the academic activities in compliance with the affiliated university.
- Initiates the developmental activities, monitors the

progress, and reports to the Governing Body.

- Collects all the departmental reports in the prescribed form for every Academic Year & action plan of action for the next academic year.
- Ensuring Action Plan for next Academic Year.

COMMITTEES

- Different committees are constituted at the college level. Every committee has well-defined roles and responsibilities.
- Committee In- charge will look after the committee's programs and activities.
- Each activity conducted by the committee is as per the Standard Operating Procedures laid down by the Governing Body.

HEAD OF THE DEPARTMENT

- Coordinates with different committees, Time-table Incharge, Internal Examination Incharge for the smooth and systematic flow of Academic Activities.
- Prepares the list of slow learners/failed students in each class and conducts remedial classes.
- Ensures the arrangement of departmental activities, Guest lectures, workshops & seminars.

CLUBS AND ASSOCIATIONS

- Organize various activities and programs to enhance the skills of an individual student.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	B. Any 3 of the above
File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File
6.3 - Faculty Empowerment Strategies	
6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff	
<p>The welfare of the teaching and non-teaching staff of the college is taken care of on different fronts like finance, research, physical and mental health, appreciation and recognition, etc.</p> <p>Teaching and Non-teaching-</p> <ul style="list-style-type: none"> • Casual Leave • On office Duty (OOD) • Playground • Free Wi-Fi • Traveling Allowance and Registration fees to participants of workshops and seminars. • Computers with internet facility • ESI facility • Maternity leave • Incentives in the form of increment in salary to those who have completed Ph.D., SLET, or NET. • Provident fund for management staff • A canteen and parking facility are available for the staff. 	
File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	No File Uploaded

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	No File Uploaded

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

A good performance management system works towards the improvement of the overall organizational performance in ensuring the achievements of the overall institutional mission and vision.

The institution has a performance-based appraisal system for the assessment of teaching and nonteaching staff. The appraisal is based on the annual performance of the employees on the basis of their academic, research, and other extra and co-curricular activities.

Performance Appraisal of Teaching Staff

The teacher, as a learner and as a performer, is also one of the mandatory assessments for his/her performance. Performance is appraised through his/her

Performance Appraisal of Teaching Staff on the basis of Students Feedback:

As the most realistic assessment of a teacher's performance is done by students, the IQAC has introduced the student feedback system as per the NAAC guidelines on institutional parameters. The students continuously assess teacher's performance and reflect their opinions in the feedback forms. The feedback is compiled, analyzed, and communicated to the teacher.

Performance Appraisal of Non-teaching Staff:

The institution has a performance appraisal system for non-teaching staff which is channelized through the Governing Body. At the end of every year, every staff member's performance is measured by considering the efficiency of the employee in work, his/her decision-making power, boldness, special inclination, chastity, and propriety, and then it is submitted to the Governing Body. A few strategies are observed in appraising non-teaching staff's performance this includes the technical contribution of individuals such as Computer knowledge, awareness, productivity, quality, willingness to learn, diligence, etc. Besides they also assess the behavioural aspects like group behaviour, acceptability, punctuality, etc. Seniority is considered for the promotion of non-teaching staff.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The institution has a system of internal and external audits to ensure that funds are used efficiently with proper control and compliance. Internal and external audit assures the management that the accounts are being properly maintained and the system provides adequate safeguards for detection and prevention of any frauds. Qualified Internal Auditors from external resources have been appointed and a team of staff under them does a thorough check and verification of all vouchers of the transactions that are carried out in each financial year. All receipts and payments of transactions are kept in record to make the system efficient, fair, and transparent.

The College accounts are audited for each financial year by Chartered Accountant K.Padmanabha Kanchan Brahmavar. The Financial Year 2020-2021 audit was conducted in accordance with

auditing standards generally accepted in India and certified that the account and other documents were up-to-date and fair.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The monetary transactions in the college are done through the bank. The fees collected from students are remitted to the bank account. The Principal and the Secretary of the institution jointly withdraw money from the bank to meet day-to-day expenditure. The planning and allocation of financial resources are put into practice by the management. Optimum utilization of funds is ensured through:-

- Adequate funds are allocated for effective teaching-learning practices that include induction and Orientation Programs, workshops, Inter-Disciplinary activities, Training Programs, Refresher Courses, Faculty Development Programs, Conferences, and Industry-Academia Interactions that ensure quality education.
- Adequate funds are utilized for the development and maintenance of the infrastructure of the institution.
- Renovation of classrooms, labs, and faculty rooms.

- Enhancement of library facilities to augment learning practices
- Some funds are allocated for social service activities as part of social responsibilities through NSS and NCC.
- The Budgetary Approvals are sanctioned by Management.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The IQAC has consistently striven to institutionalize quality assurance strategies and processes at every level of the institution's functioning. From devising strategies to improve the teaching-learning process through increased use of ICT, expanding the scope and usage of technology in every possible area. IQAC had planned and executed a number of quality assurance strategies and processes such as the conduct of regular meetings, collection and analysis of feedback on curriculum and teaching-learning process followed by action, promotion of research, and timely submission of Report.

As a result, there has been incremental growth in various factors.

IQAC has been performing the following tasks on a regular basis

1. Improvement in quality of teaching and research by regular inputs to all concerned based on feedback from stakeholders.
2. Providing inputs for best practices in administration for efficient resource utilization and better services to students and staff.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

For First Cycle -Incremental improvements made for the preceding years with regard to quality.

for second and subsequent cycles-Incremental improvements made for the preceding years with regard to quality and post accreditation quality initiatives.)

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The institution has a women's forum which conducts various gender equity programmes. The orientation programme was conducted for all the first-year girls on 28/01/2021; the forum guides the students on the various issues.

Gender sensitivity programmes are conducted to the students so that they become more aware of how gender plays a role in their life. The programmes organized by the institution on gender sensitization are as follows:

Title of the programme

Date

No. of Participants

Health and Hygiene

5/03/2021

44

Self Defence Technique

08-03-2021

44

- Specific facilities provided for women in terms of:
 1. Safety and security
 - Women's Anti-harassment prevention cell looks into the issues on the campus.
 - The anti-Ragging cell takes strict action in case of any issues.
 - The campus is under CCTV surveillance.
 - Rangers and Rovers participated in the covid19 awareness rally.
 - Disaster Management Programmes were held at Udipi Fire Station.
 - Mobile phone locker facility for students to keep their cell phones safe.
 - Mentors for each class.
 - Watchman for the safety and security on the campus.

- Fire extinguisher facility.
- Medical facility with help of Community Health Centre.
- Separate parking facility for boys and girls students and staff.

1. Counseling

The institution has a separate counseling room. Once a week Professional counselor visits the college. Students and staff meet the counselor and take the counseling in case of any problems. We have to tie up with Dr. A.V. Baliga Memorial Hospital, Doddangudde, Udupi.

1. Common Rooms
2. Ladies retiring room is provided for girl students along with the washroom and dressing room

facility and where they can also take rest.

- Separate dining room.
- Separate Gymnasium facility.
- Hostel for girls with the dedicated warden.

1. Daycare center for young children

There is no daycare center for young children.

1. Any other relevant information

- There are various clubs and associations
- Women's forum has 44 members.
- Enrollment of girl students and women staff.

Enrollment of Girl Students

375

Woman staff

30

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	C. Any 2 of the above
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File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

<p>7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management</p> <ul style="list-style-type: none"> • Solid waste management <p>Solid waste is kept separately and disposed of by selling to scrap merchants every year.</p> <ul style="list-style-type: none"> • Liquid waste management <p>Rainwater is collected and stored in a rainwater harvesting tank and the overflowed water goes to the storage tank and will be utilized for plants during summer.</p> <ul style="list-style-type: none"> • E-waste management <p>E-Waste is stored and sold to scrap dealers.</p>
--

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. landscaping with trees and plants

B. Any 3 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit

E. None of the above

3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Ø Ranger and Rover's students served as volunteers during the

covid pandemic in various institutions.

Ø On 24th March 2021 awareness rally about Tuberculosis (TB) was conducted by NSS along with the Government Hospital Brahmavar.

Ø A rally was conducted on 16th April 2021 by the NSS students to motivate the public to take the Covid Vaccination and precautions to be taken to be safe.

Ø Online video programme was organized to create awareness about social distance, use of sanitization, and mask during the Covid19 pandemic.

Ø Staff of the college served as a Nodal Officer.

Ø During Covid19 the college hostel was used as an Isolation center for arrant travelers.

Ø Staff and students were served as volunteers in the vaccination drive.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

- International Tuberculosis Day was organized on 24th March 2021, to make the public aware of the menace of Tuberculosis.
- Martyrs Day was observed.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code

B. Any 3 of the above

of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

International woman's day:

International woman's day was celebrated on 8th March 2021, by the NSS & womens' forum students. Martial art training was given to the girl students so that it would help them in day-to-day life to protect them from a violent situation.

International Tuberculosis Day :

International Tuberculosis Day was organized on 24th March 2021, to make the public aware of the menace of Tuberculosis.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Title of the practice: Mid Day Meal

Objectives of the practices:

1. To provide Nutritional & hygienic lunches to the students within the campus.
2. To provide Free and subsidized meals to needy students.

The Context:

- 70% of the students take a meal in our college canteen

The Practice:

- Separate dining hall for boys and girls
- Removal of the footwear before entering the dining hall
- The regular chef prepares the food every day
- Food is served by the student volunteers.
- The custom of prayer before the meal is the tradition.
- Proper waste disposal.
- Students have to Wash their plates by themselves
- Cleanliness is always maintained.
- The canteen committee along with the other staff manages the canteen.

Problems Encountered and Resources Required:

- **Space constraints:** Even though our college has two separate dining halls there is space constraint. Students who serve find it difficult to move.
- Only vegetarian lunch is provided.
- More Finance assistance is required to provide free meals to more students.

Notes (optional

Our college takes care of the student's health by providing subsidized & hygienic lunch facilities for all the students. Even on special occasions special items are prepared and also the invitees are provided with a hygienic lunch facility.

Best Practices II

Title of the practice: Virtual classes/ webinars

Objectives of the practices:

- To increase new technical skills among the students and faculty.
- To make students familiar with the virtual classes and seminars.

The Context:

Online learning helps the students to meet the needs of evolution in the job market. The institution has taken initiatives to provide online classes and provide skill development programmes. Required platforms like Google classroom, Google meet, and zoom are used.

The Practice:

All the staff has created a separate classroom and even WhatsApp group to send the recorded classes and links related to live classes. The online assessment test is conducted online and students will send the answer copies in the google classroom.

Problems Encountered and Resources Required:

- Network issues
- Training to the faculty
- Smartboards.

Notes (optional)

By creating WhatsApp group we can communicate with all the students immediately.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Academic Achievements

Ranks

Our college had received 2 ranks in UG under Mangalore University Examination

Ankitha Bhat of III B.A. secured- 1stRank

Gayathri A of III B.A secured- 7thRank

Gold medals

Ms. Ankitha Bhat of III B.A. of our college secured Dr. CT. Abraham gold medal in English optional and T.M.A. Pai gold medal in B.A. all Subjects

Ms. Vineetha of III B.Com secured a gold medal in Financial Accounting by securing out of out in V & VI Mangalore University Semester Examination.

Rajya Puraskhar Award

Our 5 students from Rovers and Rangers Association - Rover

Karthik Prabhu and Rangers Shaunusha Shetty, Deepika D Shetty, Suraksha, Anujna of III B.Com have successfully completed Rajya Puraskar Examination and have received Rajya Puraskar Award(Governor Award).

Sports Achievements:

The year 2020-21 is an awful year for sports and games Mangalore University has been given the responsibility of organizing various University level Inter-Collegiate Sports and Games in our institution.

College Hosted Mangalore University Inter-Collegiate Men's and Women's Udupi Zone Kho Kho Tournament on 27th February 2021 and Mangalore University Inter Collegiate men Cricket Tournament from 13.02.21 to 28.02.2021 Udupi Zone, Mangalore University Inter Collegiate Women's Cricket tournament on 07.03.2021 and also Mangalore University Inter Collegiate Udupi Zone Traditional Games on 20.02.2021

Athletics

Ms. Deekshitha of III B.Com A secured Bronze Medal in 400-meter Hurdles in 40th Mangalore University Inter-Collegiate and differently able children's athletic championship 2020-21 on 1st and 2nd March 2021 held at Dr. G Shankar First Grade Women's College Ajjarakadu, Udupi.

Ms. Divya Jyothi of II B.Com A secured Silver Medal in Javelin Throw in 40th Mangalore University Inter-Collegiate and differently able children's athletic championship 2020-21 organized by Dr. G Shankar First Grade Women's College Ajjarakadu, Udupi.

POWERLIFTING

Mr. Karthik of III B.A. I Batch secured Silver Medal in 53KG weight category Junior Benchpress event organized by Karnataka State Power Lifting Association and Shri Veeramaruthi Gym Saligrama held at Sri Gurunarasimha Temple open-air Hall Saligrama from 26th to 28th February 2021

Mr. Sampath of II B.Com C secured Gold Medal in 83KG weight category Sub-junior and Bronze medal in junior benchpress event organized by Karnataka State Power Lifting Association and Shri

Veeramaruthi Gym Saligrama held at Sri Gurunarasimha Temple open-air Hall Saligrama on 26th to 28th February 2021

Mr. Sumanth of I B.Com A secured Gold Medal in 74KG weight category Sub-junior and benchpress event organized by Karnataka State Power Lifting Association and Shri Veeramaruthi Gym Saligrama Held at Sri Gurunarasimha Temple open-air Hall Saligrama from 26th to 28th February 2021

Mr. Rohan of III B. A II secured Gold Medal in benchpress event organized by Karnataka State Power Lifting Association and Davangere Powerlifting Association held at Davangere

Mr. Kerthiraj of II B.Com A secured Gold Medal in benchpress event organized by Karnataka State Power Lifting Association and Davangere Powerlifting Association held at Davangere

Traditional Games

Our College Men and Women's Traditional Games Team Secured First Place in Lagori event and runner's up in Areca Leaf Race and also the first place in one leg race in the women section. Our College has organized University Level Inter-Collegiate Traditional Games for Men and Women in our College ground on 20.02.2021.

Kho-Kho

Our College Men Kho- Kho Team Secured First place in Mangalore University Inter Collegiate Udupi Taluk Level Men's Kho- kho Tournament 2020- 21 organized by our College on 27thFeb 2021.

Our College Women Kho- Kho Team Secured Runners up in Mangalore University Inter Collegiate Udupi Taluk Level Women's Kho- Kho Tournament 2020- 21 organized by us on 27thFeb 2021

Lawn Tennis

Our College Men and Women's Lawn Tennis team secured Third place in Mangalore University Inter Collegiate Lawn Tennis Tournament Organized by G F G C Tenkanidiyuru on 18-2-2021 at Ajjarkadu indoor stadium, Udupi.

Staff Cricket Tournament

Our Staff Men's Cricket Team Secured Runner Up Place in Mangalore

University Inter Collegiate Staff Cricket Tournament 2020-21 organized by Dr. B B Hegde First Grade College, Kundapura on 30.03.2021.

National Sports Day

We have organized Fit India Run Event on the occasion of National Sports 2021. As a part of the event, our sports students ran about 3km along with The Principal and staff of the institution. President of OSCES Rev.Fr.M.C.Mathai presided over the function and Dr.Ramachandra Patkar was the chief guest.

Staff Achievements:

Dr. Vidyalatha from the Dept of Kannada was awarded PhD. in Kannada from Kannada University, Hampi. - Title of Thesis "Patterns of social Structure in Kannada Novels of Coastal Karnataka"

Certificate Courses

Drama and Yakshagana Club

18 students of Drama Club and 17 students from Yakshaganacub are trained and certificates are provided to them. Their talent will be exhibited on college day and council day.

Scholarships and Fee concession

1. Students who have scored 90% and above have got fee concession
 2. Various Scholarships are provided to the students who score the highest marks in various subjects.
 3. Subsidized hygienic lunch facility for all the students and fee concession to the needy students.
 4. Poor students merit cum means scholarships
- Our college has got 4X100 meter standard track, Cricket ground with pavilion, 3 Lawn Tennis court and 2 Badminton wooden courts, Basket Ball court, and wrestling beds.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

- Commerce Department-Field work for 1st-year students, Industrial visit for the students, distribution of seminars.
- Admission drive

HRD CELL

- Conducting Product launches, Demo interviews, Internships, skill development programmes for the students.
- Campus Selection: Plan to invite a few companies to provide employment opportunities to the students who are in the final stage of completing the course.
- SWAYAM & MOOCs- Motivate the students for SWAYAM enrollment and exam which will benefit the students and staff.
- NCC Activities

Job orientation Programme for Karnataka State Police PSI-JOB

- NSSActivities

Orientation programme and cultural programmes

- Rovers & Rangers- Cooking with fire, visit to old age home.
- Continuation of yearly regular activities
- To conduct Blood donation camp
- Visit to old age home and interact with the inmates.
- Guest lectures
- To conduct various competitions to the students
- Send the students to Inter-Collegiate competitions
- To celebrate Traditional Food Day, Yoga Day
- Display of books in the -library on Special Occasions
- NCC & NSS day celebration

NAAC