Part-B

CRITERION I – CURRICULAR ASPECTS
1.1 Curriculum Planning and Implementation
1.1.1 Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words
The following measures are taken for planned curriculum delivery: a) A tentative time table is prepared before the start of the semester and is checked for any flaws like overlapping or any such anomalies.   b) The working of the college starts one week before the actual commencement as per the University time lines. Hence there is ample scope for delivering the curriculum clearly.   c) The IQAC cell collects a detailed chart of the activities proposed to be conducted by the departments and the various extension activities of the respective wings like NSS/YRC/Rotoract/KANADA Science Forum and so on.   d) The IQAC cell also ensures that the activities are conducted as per schedule.   e) The college also educates the students about the various short term courses that will help in improving the skills of the students and if the students volunteer to attend these courses, the college plays a major role in facilitating the programmes.   f) One such course is a short term certification course in "TALLY and GST" which is running for the second batch of students of the Commerce course.   g) Another course which is proposed to be conducted is soft skills programme for the final years in the even semester of the Academic Year 2019-20.
1.1.2 Certificate/ Diploma Courses introduced during the Academic year

Name of the Certificate Course	Name of the Diploma Courses	Date of introduction and duration	focus on employability/ entrepreneurship	Skill development
Short term course in GST & Tally		60 Hours	Improvement in Employability skills	Working on Tally ERP

1.2 Academic Flexibility
1.2.1 New programmes/courses introduced during the Academic year

Programme with Code	**Date of Introduction**	**Course with Code**	**Date of Introduction**

1.2.2 Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the Academic year.

Name of Programmes adopting CBCS	**UG**	**PG**	Date of implementation of CBCS / Elective Course System	**UG**	**PG**
Already adopted (mention the year) **2018-19**					

1.2.3 Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Courses

No of Students	Short term course in Tally & GST	48		

1.3 Curriculum Enrichment

1.3.1 Value-added courses imparting transferable and life skills offered during the year

Value added courses	Date of introduction	Number of students enrolled

1.3.2 Field Projects / Internships under taken during the year

Project/Programme Title	No. of students enrolled for Field Projects / Internships
Industrial Visit	65+65

1.4 Feedback System

1.4.1 Whether structured feedback received from all the stakeholders.

1) Students	2) Teachers	3) Employers	4) Alumni	5) Parents
Yes/ No Yes	Yes/ No No	Yes/ No	Yes/ No Yes	Yes/ No Yes

1.4.2 How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

The feedback collected is analysed by a team consisting of the Principal and IQAC cell members
The areas where there is a need for improvement is discussed and the concerned staff or the department is advised.

CRITERION II -TEACHING-LEARNING AND EVALUATION

2.1 Student Enrolment and Profile

2.1. 1 Demand Ratio during the year

Name of the Programme	Number of seats available	Number of applications received	Students Enrolled
B.Sc	69	213	69
BCA	120	351	84
B.Com	69	140	66

2.2 Catering to Student Diversity

2.2.1. Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018-19	563	----	18	----	---

2.3 Teaching - Learning Process

2.3.1 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of	Number of	ICT tools and	Number of ICT	Number of	E-resources

teachers on roll	teachers using ICT *(LMS, e-Resources)*	resources available	enabled classrooms	smart classrooms	and techniques used
18	14	Digital Class room, Laptop computers LCD Projectors	1	1	Internet source material,Seminars / Presentations

2.3.2 Students mentoring system available in the institution? Give details. (maximum 500 words)

There is system of mentoring the students in the college. At the outset a class mentor is allocated to each class who is responsible for the overall development of the students in that class.

The mentor is responsible to monitor the attendance and examination results of the students and inform the parents whenever necessary.

Apart from this, there are two elected class representatives in each class who are in close communication with the class mentor. They get the informal feedback from the class regarding teaching process, internal assessment and other such details and inform the class mentor.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor: Mentee Ratio
563	18	1:31

2.4 Teacher Profile and Quality				
2.4.1 Number of full time teachers appointed during the year				
No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
18	18	NIL	-	-
2.4.2 Honours and recognitions received by teachers *(received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)*				
Year of award	*Name of full time teachers receiving awards from state level, national level, international level*		*Designation*	*Name of the award, fellowship, received from Government or recognized bodies*

2.5 Evaluation Process and Reforms				
2.5.1 Number of days from the date of semester-end/ year- end examination till the declaration of results during the year				
Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year- end examination	Date of declaration of results of semester-end/ year- end examination
B.Sc		Odd Semester	17th Oct 2018	24th Jan 2019
BCA				
B.Com				
B.Sc		Even Semester	30th March 2019	11th July 2019
BCA				
B.Com				

2.5.2 Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)
For practical papers Continuous Internal Evaluation system is followed in the lab classes. A portion of internal marks is assigned for number of attendance in the lab classes where programmes are repeated. For non practical papers assignments related to the important topics of the exams are given to the students twice in the semester.

2.5.3 Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)
   The college is affiliated to the University of Mysore and it has to follow the academic calendar of the University. The college has its own time schedule which is based on the University calendar.
   The exam committee sits with the IQAC cell to finalize the dates of Internal examinations for the Internal assessment component.
   This is incorporated in the academic calendar of the college and informed to the students through the hand book.
   This forms the basis for the teachers to plan their academic and other department activities.
   The internal examinations are conducted, the papers evaluated and the marks are updated in the system as per schedule.
   Apart from academic curriculum career development programes, industrial visits and other such activities are organised so that students are familiarised with the actual working environment of industries.

2.6 Student Performance and Learning Outcomes
2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

2.6.2 Pass percentage of students				
Programme Code	Programme name	Number of students appeared in the final year examination	Number of students passed in final semester/year examination	Pass Percentage
	B.Sc	34	19	56%
	BCA	68	44	65%
	B.Com	40	29	73%

2.7 Student Satisfaction Survey

2.7.1 Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 Resource Mobilization for Research

3.1.1 Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding Agency	Total grant sanctioned	Amount received during the Academic year
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored Projects				
Projects sponsored by the University/ College				
Students Research Projects *(other than compulsory by the College)*				
International Projects				
Any other(Specify)				
Total				

3.2 Innovation Ecosystem

3.2.1 Workshops/Seminars Conducted on Intellectual Property Rights **(IPR)** and Industry-Academia Innovative practices during the year

Title of Workshop/Seminar	Name of the Dept.	Date(s)

3.2.2 Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of the Awardee	Awarding Agency	Date of Award	Category

3.2.3 No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Centre	Name	Sponsored by

Name of the Start-up	Nature of Start-up	Date of commencement

3.3 Research Publications and Awards

3.3.1 Incentive to the teachers who receive recognition/awards

State	National	International

3.3.2 Ph. Ds awarded during the year *(applicable for PG College, Research Center)*

Name of the Department	No. of Ph. Ds Awarded

3.3.3 Research Publications in the Journals notified on UGC website during the year

	Department	No. of Publication	Average Impact Factor, if any
National			
International			

3.3.4 Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	No. of publication

3.3.5 Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or Pub Med/ Indian Citation Index

Title of the paper	Name of the author	Title of the journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citations

3.3.6 h-index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the paper	Name of the author	Title of the journal	Year of publication	h-index	Number of citations excluding self citations	Institutional affiliation as mentioned in the publication

3.3.7 Faculty participation in Seminars/Conferences and Symposia during the year :

No. of Faculty	International level	National level	State level	Local level
Attended Seminars/ Workshops				CRITERIA 6
Presented papers				
Resource Persons				

3.4 Extension Activities

3.4.1 Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the Activities	Organising unit/ agency/ collaborating agency	Number of teachers **co-ordinated** such activities	Number of students participated in such activities

3.4.2 Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the Activity	Award/recognition	Awarding bodies	No. of Students benefited

3.4.3 Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/ agency/ collaborating agency	Name of the activity	Number of teachers coordinated such activities	Number of students participated in such activities

3.5 Collaborations

3.5.1 Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of Activity	Participant	Source of financial support	Duration

3.5.2 Linkages with institutions/industries for internship, on-the-job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration **(From-To)**	participant
Networking		BSNL		60

3.5.3 MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose and Activities	Number of students/teachers participated under MoUs

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Physical Facilities

4.1.1 Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
Nil	Nil

4.1.2 Details of augmentation in infrastructure facilities during the year

Facilities	Existing	Newly added
Campus area		-
Class rooms		-
Laboratories	3	1
Seminar Halls	1	-
Classrooms with LCD facilities	1	-
Classrooms with Wi-Fi/ LAN	-	-
Seminar halls with ICT facilities	1	-
Video Centre	-	-
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	Phy/ele/ Cs	
Value of the equipment purchased during the year (Rs. in Lakhs)		Phy- Rs.52,450
Others		

4.2 Library as a Learning Resource

4.2.1 Library is automated {Integrated Library Management System -ILMS}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation

4.2.1 Library Services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books						
Reference Books						
e-Books						
Journals						
e-Journals						
Digital Database						
CD & Video						
Library automation						
Weeding (Hard & Soft)						
Others (specify)						

4.3 IT Infrastructure

4.3.1 Technology Up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Available band width (MGBPS)	Others
Existing									
Added									
Total									

4.3.2 Bandwidth available of internet connection in the Institution (Leased line)

………………… MBPS /GBPS

4.3.3 Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility

4.3.4 E-content developed by teachers such as: e-PG-Pathshala, CEC (under e-PG-Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the teacher	Name of the module	Platform on which module is developed	Date of launching e - content

4.4 Maintenance of Campus Infrastructure

4.4.1 Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
	CS/Phy/Ele		

4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. *(maximum 500 words)* (information to be available in institutional Website, provide link)

CRITERION V - STUDENT SUPPORT AND PROGRESSION

5.1 Student Support

5.1.1 Scholarships and Financial Support

	Name /Title of the scheme	Number of students	Amount in Rupees
Financial support from institution		NIL	
Financial support from other sources			

a) National	Minority/vidyashree	216	
b) International			

5.1.2 Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved

5.1.3 Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students by Guidance for Competitive examination	Number of benefited students by Career Counselling activities	Number of students who have passed in the competitive exam	Number of students placed

5.1.4 Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	No. of grievances redressed	Average number of days for grievance redressal

5.2 Student Progression

5.2.1 Details of campus placement during the year

On campus			Off Campus		
Name of Organizations Visited	Number of Students Participated	Number of Students Placed	Name of Organizations Visited	Number of Students Participated	Number of Students Placed
			4		17

5.2.2 Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of Programme admitted to
2017-18	16	B.Sc	Physics Mathematics		

			Electronics Computer Science		
	10	BCA	Computer Science		
	15	B.Com	Commerce		

5.2.3Students qualifying in state/ national/ international level examinations during the year (eg: NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	No. of Students selected/ qualifying	Registration number/roll number for the exam
NET		
SET		
SLET		
GATE		
GMAT		
CAT		
GRE		
TOFEL		
Civil Services		
State Government Services		
Any Other		

5.2.4 Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Participants
Sports	University Level	

5.3 Student Participation and Activities

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

Year	Name of the award/ medal	National/ International	Sports	Cultural	Student ID number	Name of the student

5.3.2 Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

During the first week of the academic year class mentors are instructed to choose the class representatives (the students generally are encouraged to elect them) and the names are uploaded in the website.
This student council elects a President, academic, sports and cultural representatives among themselves.
The student representative takes part   In the IQAC meetings and is free to give suggestions.
Moreover any request on their part regarding organising non academic programmes is also considered.

5.3 Alumni Engagement

5.3.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (maximum 500 words): No

5.3.2 No. of registered enrolled Alumni:

5.3.3 Alumni contribution during the year (in Rupees) **:**
5.3.4 Meetings/activities organized by Alumni Association **:**

CRITERION VI –GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 Institutional Vision and Leadership

6.1.1 Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The attendance of the students is monitored by a committee formed by three faculty representing the three streams. They are responsible for collecting the attendance details from the concerned subject teachers, consolidating them, displaying it on the notice board, counselling the students and finally bringing it to the notice of the parents if necessary.

The work of the committee is fully decentralised and the final report is given to the Principal.

The exam committee is given the full responsibility of conducting the exams for internal assessment and collecting the respective marks for the IA component of the University examination.

6.1.2 Does the institution have a Management Information System (MIS)?
 Yes/No/Partial:

6.2 Strategy Development and Deployment

6.2.1 Quality improvement strategies adopted by the institution for each of the following (with in 100 words each)**:**

- ❖ Curriculum Development: The teachers are encouraged to bring in creative methods for curriculum delivery. And some of the methods adopted were (i) paper presentation (ii) conducting survey and analysis of data (iii) senior students presenting subject related talks to juniors. The outcomes were successful and the students gained stage confidence by such exercises.

- ❖ Teaching and Learning: The students are encouraged to organise and conduct class level programmes where the teachers play only the mentoring role.
- ❖ Industrial visits are organised regularly to explain the practical aspects of the theoretical concepts.
- ❖ For the students of the science stream visits to museum and other such places depicting the application of scientific concepts are organised.
- ❖ Inter class and inter college competitions are conducted on National Science Day.
- ❖ The college has a separate Science Forum named KANADA Science Forum where talks on scientific temper are arranged.
- ❖ Examination and Evaluation: A separate committee has the responsibility of conducting the exams for the Internal Assessment component of the University examinations.
- ❖ Research and Development
- ❖ Library, ICT and Physical Infrastructure / Instrumentation

❖ Human Resource Management	
❖ Industry Interaction / Collaboration	
❖ Admission of Student: An admission committee is formed to counsel the students joining the college. It is responsible for conveying the rules and regulations of the college to both the parents and the students.	

6.2.2 : Implementation of e-governance in areas of operations:

- ❖ Planning and Development
- ❖ Administration
- ❖ Finance and Accounts
- ❖ Student Admission and Support
- ❖ Examination

6.3 Faculty Empowerment Strategies

6.3.1 Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support

6.3.2 Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	Dates (from-to)	No. of participants (Teaching staff)	No. of participants (Non-teaching staff)

6.3.3 No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	Date and Duration (from – to)

6.3.4 Faculty and Staff recruitment (no. for permanent/fulltime recruitment):

Teaching		Non-teaching	
Permanent	Fulltime	Permanent	Fulltime/temporary

6.3.5 Welfare schemes for

Teaching	
Non teaching	
Students	

6.4 Financial Management and Resource Mobilization		
6.4.1 Institution conducts internal and external financial audits regularly (with in 100 words each**)**		
6.4.2 Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)		
Name of the non government funding agencies/ individuals	Funds/ Grants received in Rs.	Purpose
6.4.2 Total corpus fund generated		
6.5 Internal Quality Assurance System		
6.5.1 Whether Academic and Administrative Audit (AAA) has been done?		

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic				
Administrative				

6.5.2 Activities and support from the Parent – Teacher Association (at least three)
6.5.3 Development programmes for support staff (at least three)
6.5.4 Post Accreditation initiative(s) (mention at least three)
6.5.5   a. Submission of Data for AISHE portal   : (Yes /No)   b. Participation in NIRF   : (Yes /No)   c. ISO Certification   : (Yes /No)   d. NBA or any other quality audit   : (Yes /No)
6.5.6 Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting activity	Duration (from-----to------)	Number of participants
	Informing parents			
	Re-test after IA			

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES			
7.1 - Institutional Values and Social Responsibilities			
7.1.1 Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)			

Title of the programme	Period **(from-to)**	Participants	
		Female	Male

7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:
Percentage of power requirement of the College met by the renewable energy sources   60%

7.1.3 Differently abled (Divyangjan) friendliness

Items Facilities	Yes/No	No. of Beneficiaries
Physical facilities		
Provision for lift		
Ramp/ Rails	Yes	
Braille Software/facilities		
Rest Rooms	Yes	
Scribes for examination		
Special skill development for differently abled students		
Any other similar facility		

7.1.4 Inclusion and Situatedness

Enlist most important initiatives taken to address locational advantages and disadvantages during the year

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date and duration of the initiative	Name of the initiative	Issues addressed	Number of participating students and staff

7.1.5 Human Values and Professional Ethics

Code of conduct (handbooks) for various stakeholders

Title	Date of Publication	Follow up (maximum 100 words each)

7.1.6 Activities conducted for promotion of universal Values and Ethics

Activity	Duration (from-------to-------)	Number of participants

7.1.7 Initiatives taken by the institution to make the campus eco-friendly (at least five)

7.2 Best Practices

Describe at least two institutional best practices
Upload details of two best practices successfully implemented by the
institution as per NAAC format in your institution website, provide the link

7.3 Institutional Distinctiveness
Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust Provide the weblink of the institution in not more than 500 words

8. **Future Plans of action for next academic year (500 words)**

Name _____   Name _____

_____   _____
Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

_____***_____