Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**ST.ANNE'S DEGREE COLLEGE FOR WOMEN**
Name of the head of the Institution	**Prof. Nisha Joseph Cyriac**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**08025544454**
Mobile no.	**9449404724**
Registered Email	**annescollegeiqac@gmail.com**
Alternate Email	**annescollege@gmail.com**
Address	**No. 23, Cambridge Road**
City/Town	**Bangalore**
State/UT	**Karnataka**
Pincode	**560008**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Women**
Location	**Urban**
Financial Status	**Self financed**
Name of the IQAC co-ordinator/Director	**Associate Prof.Vasudha A R**
Phone no/Alternate Phone no.	**08025544454**
Mobile no.	**9448911443**
Registered Email	**annescollegeiqac@gmail.com**
Alternate Email	**annescollege@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://www.saintannescollege.in/sites/default/files/2018-19%20-AQAR%20%20of%20St.Anne%27s%20Degree%20College%20for%20Women%2C%20Halasuru.pdf

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.saintannescollege.in/Hand%20Book

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B**	**2.52**	**2016**	**17-Mar-2016**	**16-Mar-2021**

6. Date of Establishment of IQAC	**22-Apr-2014**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries

AQAR Presentation	30-Oct-2018 3	40
Faculty Development Programme	09-Nov-2018 4	38
International Conference: Transforming Lives by Kindling Creativity in Higher Education Through Academia.	28-Feb-2019 7	250
Techniques of Publishing a Journal	22-Nov-2018 2	12
Faculty Research Programme	06-Mar-2019 4	48
Student Seminar	05-Oct-2018 7	150
Feedback of the students through EMS	18-Apr-2019 10	970
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	**7**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**
12. Significant contributions made by IQAC during the current year(maximum five bullets)	
Preparation and submission of AQAR by IQAC	

An International Conference on 28th February, 2019 was organised by IQAC to promote Research Endeavor	
A state level student seminar for the students to promote Research Culture among the students	
A Power Point Presentation of the new AQAR guidelines was prepared and made known to the staff on 30th October, 2018	
Faculty Research Programme-each faculty presented a Research paper on 6th March, 2019 which has been collated into a compendium and is in the process of publication with an ISBN number	

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
To get recognition by UGC under 12B and permanent affiliation	Under Process
To enhance the research output	• Research Lab has been set up with latest statistical tools and other soft wares • There is an increase in research publications • Student Seminars were organised
3. To organize one International level programme on Quality	3. One International Conference was organised and the Compendium ISBN : 978-93-87844-11-7 was published with International Journal of Research in Education and Psychology (A Peer reviewed Journal) (ISSN 2455-426X)
4. To organise orientation programmes for Freshers' and also for Parents.	4. Under the guidance of IQAC Centre for Excellence organised Orientation Programme for Freshers', UG & PG , Parents and also for High School Students on various topics.
5. To enlighten the staff about the changes in the latest AQAR format and the method of filling the same by all the Departments, Clubs , Committees and Cell Coordinators.	5. On 30th October, 2018 IQAC organised a Power Point Presentation to guide the staff about the updated format of AQAR and the necessary information to be filled by the Heads of the Department, Coordinators of various Committees and Cells.
6.Faculty Research Programme	6. On 9th November- An Innovative Teaching Organization called Patshalagave useful tips on Innovative, Creative and an Awe Inspiring Teaching Techniques
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14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
Governing Council	21-Oct-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes
Date of Visit	24-Mar-2018
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2019
Date of Submission	01-Feb-2019
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	The Institution has adopted the Management Information system called IBoss. The entire Institutional data is uploaded and updated regularly. This Management System is the Institutional portal which provides complete information on various categories pertaining to students : IBoss –Adminstration: Administrative Office plays a vital role in entering the data of each student at the time of the admission. • Student's name • Residential address • Parents 'details • Parents' occupation • telephone numbers • Email address • the percentage of marks scored at the entry level examination, • language opted • fees paid details • credentials submitted to the Institution during admission • And all the other details required pertaining to the student's admission process. After the admission process the students are divided based on the Department and also the administrative Officer divides the faculty based on the Departments. The Head of the Department of each Department is furnished with complete information like ? Students' Names with University Registration numbers. ?

Names of the Faculty of the respective Departments. ? Provision to enter the marks for each internal assessment examinations. ? Provision for Assignment, mark entry. ? Provision for everyday attendance updation. During emergency it is very easy for the Administrative officer to look for the details pertaining to any student so that the student's parents will be informed immediately without any delay. It also finds it easy to access the details of any student regarding the students' register number, back log in the subjects to collect the examination fee etc. IBoss –Head of the Departments: ? Each Department Head does the subject allotment at the beginning of every Semester based on the expertise of the faculty ? At the end of each Semester the Faculty of the Department sends the • Consolidated Attendance, • Students' who have shortage of attendance • Internal marks of both MidSemester and EndSemester Examination • Assignment marks • Total Internal assessment marks which would be uploaded to the University portal ? The Head of the Department consolidates all the above mentioned and then submits the same to the Administrative Officer. • The Heads of the Departments approve the same and sometimes gives suggestions to the subject faculty to recheck for further corrections and clarifications before submitting the same to the office. ? In the process if minor changes are rectified by the Head of the Department. ? The entire Departments' result analysis is done with the help of the Educational Management System. • Result analysis becomes easier for the Departments because the system gives the complete information about each and every Subjects results. ? Each Department Head finds it easier to scrutinize the percentage of attendance of each and every student, to consolidate the final internal marks without any personal biases towards any student and to consolidate the overall result of each subject. It becomes simple and easy for the Department Heads to take the print of the same for documentation. IBoss –Faculty Each Faculty is assigned with workload pertaining to their subject specialization.

	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

This Institution is affiliated to Bangalore Central University. It is mandatory for the Institution to adhered to Curriculum designed by the University. The Institution follows Choice Based Credit System. • Allotment of Subjects: All the Departments conduct meetings before the commencement of the classes in which the subjects are distributed to the Department faculty based on each one's expertise. Each faculty is assigned with 04 Subjects. • Curriculum Delivery: ? Conventional classroom teaching is blended with reasonable use of ICT to make the teaching learning process more learner-centric. YouTube assisted learning; experiential learning & participative learning method are also used for effective curriculum delivery. ? Classroom teaching is supplemented with seminars, workshops, special lectures, group discussions, paper presentation by the students, Demonstration of experiments, projects, group assignments, and Industrial Visits for effective delivery of curriculum, which are done in a planned manner. ? Students are also encouraged to give lectures on some of the selected topics, in order to enhance both the subject knowledge as well as the confidence of the students' Presentation & Communication skills. This methodology is adopted in the class room under the guidance of the subject faculty. This is followed with an assessment review in a positive manner. ? In order to support the fast learners it is ensured that they are given additional challenging assignments, encouraged to participate in various symposiums thereby motivating them to learn beyond the given curriculum. ? Various methods of experiential and participatory learning are adopted to ensure that students are active participants rather than remaining passive listeners. The participatory learning activities adopted by the faculty are: Group discussion, case analysis, role plays, presentation, home assignments etc. ? Some of the Departments conduct Chapter wise objective questionnaires, Unit Wise Quiz Competition. ? Students are taken to various Industries so that they get exposed to diverse working environment and wide range of working areas with different methodologies. ? Students of various Departments also undergo internships in various Organizations. This helps them to have hands on experience to understand the curriculum better and apply the same practically. ? Departments conduct Remedial Classes for the underperforming students and slow learners. • Assessment: Internal Assessment Examinations are at regular intervals. These Examinations are conducted twice in a Semester as Mid- Semester and End- Semester Examination. Apart from this the respective subject teachers conduct units tests, self assessment tests, Group Discussion, Chapter wise objective questionnaires, Unit Wise Quiz Competition etc. • Bridge Course: The Department takes initiative to conduct Bridge course if the Subject is new to the Student ? Exclusive Syllabus is framed. ? Time-Table is prepared. ? Attendance is made mandatory. ? Allotment of Subjects to the concerned faculty. ? Assessment is done at the end of the Bridge Course

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Statistical Anaysis	Nil	02/07/2018	25	Employabilit y- IT sector	Yes the students are

Software, Final year BBA students					technologically oriented
R language	28/06/2018	25	Employability IT Sector Data Science	The course provided comprehensive coverage of Data Science and Statistics, along with hands-on learning of leading analytical tools R,	
Python	13/07/2018	15	Employability IT Sector Data Science	The course provided the basics of PYTHON language, one of the necessary programming language in the latest IT industry.	
Web designing, Corel draw	07/01/2019	5	Employability Content Designing for the firm	The course provided the basics of website creation and the basics of Corel draw Software	

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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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	Programme Specialization	Date of implementation of CBCS/Elective Course System
BCom	Commerce	20/06/2018

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

	Certificate	Diploma Course
No Data Entered/Not Applicable !!!		

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
Soft Skills	02/08/2018	53
DOT NET	21/07/2018	19
Banking	03/09/2018	211
e-filing	12/07/2018	208
Soft Skills	28/06/2018	52
No file uploaded.		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BBA	Internship at companies	25
BA	Print Media	20
BA	Electronic Media	21
BRSc	Vision Rehabilitation	18
BRSc	Intervention for Autism & ADHD	7
BRSc	Resilient Minds	7
BRSc	Internship	18
BCA	Information Technology	45
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained

STUDENTS: At the end of each semester Annual Feedback is taken from the students. Students are taken to the Computer Lab in batches and each student is asked to give complete report on various aspects such as Teacher's teaching efficiency, subject knowledge, blackboard usage, punctuality and various other things. This is further given for analysis. The analysis becomes easier and transparent both for the Management and the Teachers as it is fed in the computer. In the feedback Students request for the study materials, notes and reference books and also remedial classes for the betterment. Some of the students had expressed that few lecturers teaching methodology could be improved. Some of them also expressed that the audibility of few teachers' could be improved upon. EMPLOYERS: The Institution received a positive response from the employers. Most of the employers felt that the students were good and responsive. The following was the response from Employers. • The students were

confident during interviews. • Their spoken skill was good • The students had to have an updated resume. • They had to improve a little upon GK • Most of the employers who had employed earlier came back as the students who were appointed showed commitment in their work. PARENTS: Each Department conducts Parent Teacher meeting once in a semester and parents are briefed about their ward on the following: 1. Students' Attendance 2. Result Analysis for students 3. Remedial coaching 4. Seminars and workshops 5. On-the-job training 6. To make curriculum more effective, Add-On courses. 7. Higher education Orientation Programmes 8. Career readiness programmes 9. Entrepreneurship development programmes 10. Value-based orientation programme Feedback from the parents of each ward is taken and filed. Their suggestions are discussed during the Departmental meetings and the suggestions which can be implemented are adopted. Student Mentoring is carried out every third Saturday by the respective Mentors. They were happy with the environment of the college, teaching methods and also gave few suggestions like • The days extra classes are conducted those days parents should be informed about the same at the earliest and they should also be informed about the time at which the students are let out. • The publication of the BU semester result should be intimated to the parents. • Parents expressed that the Department should update the students performance frequently • Revising the topics during study holidays for the better result of the student which was a fair suggestion. • They also suggested to take their wards for research Centres. Alumni: The Institution calls for an Alumni Meet annually. The response of the Alumni is growing year after year. Various suggestions from the Alumni is taken in the form of Feedback. • The alumni students, requested to introduce the PG Courses in Psychology, M.Sc and MCA • Alumni suggested to conduct the meeting twice in a year. • They also suggested that they would be called to address the present students • They agreed to extend their support as Referrals' to juniors

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MA	English	25	5	3
MCom	Commerce	30	21	23
BBA	Management	80	92	39
BRSc	Rehab.Science	40	30	21
BCom	Commerce	260	300	212
BA	PJCE	50	18	13
BSc	PMC	60	24	17
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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 fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1120	26	48	6	2

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 Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
No Data Entered/Not Applicable !!!					
View File of ICT Tools and resources					
View File of E-resources and techniques used					

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

Mentor- Mentee System is in alignment with the vision of the Institution. All the students are equally important and each life is personally taken care of by the individual teacher. Every third Saturday(third hour) Mentor-Mentee session is held. Each faculty is allotted with a few students. .These students' number differ from Department to Department based on the strength of the class. The Institution has prepared a set format for the Mentors. Each teacher takes the responsibility to interact with a student and collects the following data personally. The data includes : • Name of the Student • Course • Class Section • Date of Birth • Parents' details • Residential Address • Telephone no. • Blood group • No.of siblings • Category • Marks obtained in the qualifying exam • Hobbies • Interests The above mentioned details are collected from the mentee and in further sessions the Mentor interacts personally with each and every student. If the student has any personal issues, troubles, problems regarding her health mentally or physically or with the family, the faculty tries to counsel her individually. If the student is suffering from behavioral issues such as : feeling lonely, talking less, does not mingle with friends etc. Such cases are referred to the College official counselor who takes personal interest and continues to counsel her on a regular basis.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1120	38	1:30

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
0	0	0	0	0

2.4.2 – Honours and recognition 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
2018	Prof.Veena Kumari	Professor	Best Teacher Award by International Institute of Hotel Management
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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-	Date of declaration of results of semester-

			end examination	end/ year- end examination
No Data Entered/Not Applicable !!!				

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The College is affiliated to the Bengaluru Central University. The semester exams are conducted by the Bangalore University Bengaluru Central University. • The syllabus is prescribed by the University which is discussed in detail with the students at the beginning of the Semester. • The students are familiarized with the pattern of the question paper. • The College conducts two Internal Examinations for the purpose of continuous evaluation of the students. • The marks secured by the students in these examinations form the basis for calculating the Internal marks for 30. • The students who were not able to take up the Internal exams on the specified date due to valid reasons like ill health, would be given another chance to write the exam on another day. • The Parent-Teacher Meeting is held to discuss the performance of the students during the meeting. • The students are given remedial classes who have not performed well in the Internal Examination. • The fast learners are also supplied with additional materials and are advised to aim for university ranks. • The mentors take active role in monitoring the Continuous Internal Evaluation. In case they find their mentees performance declining they take measures to place them back on their record. • Peer guided learning methodology is also adopted to create a friendly and focused learning atmosphere among the students. This helps the slow learners to update their subject knowledge.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The Institution strictly adheres to the calendar sent by the University. Having this as the basis the Principal prepares the Academic Calendar to be followed by the Institution. The schedule of all the events to be organized and the examinations to be conducted by the Institution is given in the calendar. Based on the calendar given by the Principal the Heads of the Departments prepare their own programmes to be conducted by the Department. The Faculty is also advised to prepare their individual schedule for the completion of the syllabus. All these Academic calendars are prepared within a few weeks from the beginning of the Semester. • The Departments plan for Guest lectures, Seminars and Industrial Visits for the entire academic year. These programmes furnish the students with knowledge and skills. • The Departments conduct Department fests in which students are given opportunities to organize events and perform in the programmes. This has an enriching effect on the organizational and cultural skills of the students. • The Academic Calendar is also inclusive of the Sports and Cultural activities. The students who perform well in the cultural activities of the college are trained and sent to participate in the events organized by other Colleges. • The Sports Director trains the students in Games and Athletics. They are encouraged to participate in the events conducted by the University and other Inter-Collegiate sports activities. • The faculty members individually maintain work done diary. • A comparison of the work plan and work done diary helps the faculty to understand if they are as per their plan or behind the schedule. This helps them to complete the syllabus on time.

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)

http://www.saintannescollege.in/

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
ED/198/UBV/2005	BBA	management	58	54	93
ED/198/UBV/2005	BCom	Commerce	236	228	96.6
ED/198/UBV/2005	BSc	PMC	14	5	45
ED/198/UBV/2007	BCA	Computer Applicatons	23	21	90
ED/392/UBV/2008	BRSc	Rehab Science	32	32	100
ED/198/UBV/2005	BA	Psychology, Journalism , Communicative English	23	21	96
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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)

https://www.stannescollege.in/wp-content/uploads/2020/10/Student-Satisfaction-Survey-Report-2018-19.pdf

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 year
Any Other (Specify)	1	TBT	22570	22570
Projects sponsored by the University	1	St.Anne's Degree College	169600	169600
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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
Transforming Lives by Kindling Creativity in Higher Education Through Academia	IQAC	28/02/2019
Developing your Identity	BBA	05/10/2018

Faculty Research Prorgramme	IQAC	06/03/2019
Faculty Development Programme	IQAC	09/11/2018
Cinema making skills with Life Skills	BA	16/02/2019

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Techno-Centric Teaching	Prof.Veena Kumari	International Institute of Hotel Management	05/09/2018	Teaching Methodology

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
EDP Cell	De-Craft	Management	De-Craft	Creative Handy Craft	27/07/2018

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
1		2

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

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

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

Type	Department	Number of Publication	Average Impact Factor (if any)
No Data Entered/Not Applicable !!!			

[View File](#)

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

Department	Number of Publication
No Data Entered/Not Applicable !!!	

[View File](#)

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
No Data Entered/Not Applicable !!!				
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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 participated in such activities	Number of students participated in such activities
Fund Raising Drive	For the flood-hit Kodagu district.	8	30
A guest lecture on the digestive system and immunity	Executive- Science Department of Yakult Danone India Pvt. Ltd.	3	162
BBMP, Family Health Survey	BBMP Health Department 10.4.2019 and 11.04.2019	3	51
BBMP, Pulse Polio Campaign	BBMP, National Immunization Survey • On 3rd and 4th of September 2018 • 10 March to 13 March 2019	6	37
Blood Donation	Kidwai Memorial Institute of Oncology	4	74
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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	Number of students Benefited
Blood Donation	Certificate of Appreciation	Kidwai Memorial Institute of Oncogy	74
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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 participated in such activites	Number of students participated in such activites
A tribute to the brave soldiers of the Pulwama Terror attack, which happened in Kashmir.	Red Cross Wing	a tribute service	4	580
General Health and Hygiene	Red Cross Wing Indira Gandhi Institute of Child Health	Awareness Programme	3	187
Child Sexual Abuse Prevention	Muktha Foundation	Seminar	4	150
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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
Research Guidance	12	Management	2
Faculty Research Programme	48	Management	1
Faculty Exchange Programme for Statistics	1	Management	90
Guest Lectures	10	Other Institutions Management	18
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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	Duration To	Participant
MOU	Training on Programming	Alpha Technologies	18/06/2018	10/05/2019	Students
MOU	Training Placement	Tech Brain Tree	18/06/2018	10/05/2019	Students
Library	British Council Library	British Council Library	18/06/2018	10/05/2019	Students & Faculty
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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/Activities	Number of students/teachers participated under MoUs
Tech Brain Tree	21/06/2018	Training Placement	256
Alpha Technologies	21/06/2018	Training on Programming	218
Tally	25/07/2018	E – Filing Course	232
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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
3947000	4576863

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
No Data Entered/Not Applicable !!!	
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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 patially)	Version	Year of automation
Easylib software	Fully	6.2AR8	2014

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	8511	2334586	427	70677	8938	2405263
Reference Books	2328	946253	630	156002	2958	1102255
Journals	113	214979	23	61560	136	276539
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4.2.3 – 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
Ms. Bindhu	Capital Budgeting	Slide Share	16/07/2018
Ms. Medline	International Financial System	Slide Share	27/07/2018
Ms. Medline	International Monetary System	Slide Share	12/02/2019

Ms. Medline	Balance of Payment	Slide Share	07/02/2019
Ms. Medline	Operations Risk Management	Slide Share	18/09/2018
Mr. Ranjith Kumar	Macro Economics For Business Decision	College Website	08/06/2018
Mr. Ranjith Kumar	B.Com • Marketing Services Management • Banking Law Operations • Business Dynamics Entrepreneurship • Indian Constitution	College Website	21/08/2018

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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	180	2	146	3	2	7	9	100	10
Added	7	1	0	1	1	0	4	50	0
Total	187	3	146	4	3	7	13	150	10

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

100 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
Annes Digital E-Content Cabin	https://www.saintannescollege.in/Anne%27s%20Digital%20E-Content%20Cabin

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 incurredon maintenance of physical facilites
2190000	1850335	4280000	5446510

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)

Physical: • The maintenance and physical facilities is monitored and augmented by the Management • Budget for the New Infrastructure, construction maintenance of the Building, purchase of Equipment Computers along with other necessary gadgets is prepared at the beginning of the Academic year is implemented efficiently. • The Institution has AMC renewed regularly for the maintenance of Lift other equipments • Physical facilities are constantly monitored and through contracts the same is repaired and maintained regularly • Housekeeping

policies procedures are mentioned at the time of appointment. • Rules to maintain and care for the existing amenities of the Institution is printed in the Academic Calendar which is distributed at the beginning of every year to all the students, faculty office staff. Library: The resources and services of the Libraries have been assembled to meet the specific needs of the members of our Institution. • Library Advisory Committee has been active and meetings are held at regular intervals • Librarian Asst. Librarian have certain set of rules to be followed. • Librarian is also encouraged to attend Publish papers in seminars Conferences • Annual Reports to be prepared and submitted to the Management, Principal IQAC • The Librarian has to maintain Library inventory • Librarian prepares Budget at the beginning of the Academic Year to obtain the books, News Papers, Journals Magazines. • All the books are maintained with a Barcode • Registers are maintained both for students and Staff for entry exit. • Specific rules are framed exclusively for Library utilization which is mentioned in the Academic Calendar. • Librarian is expected to conduct Competitions Books exhibition • Librarian is asked to maintain and upgrade the software pertaining to Library regularly • The issue and return of the books is done with the help of the software. • Apart from this it has collaboration with British Council Library and Inflibnet is renewed Annually • Best Library user award is instituted Sports: College has an exclusive Physical Education Instructor who coaches conducts Sports activities • The Instructor has to Coordinate with University and other institutions for Inter Collegiate Sports Competitions • Expected to conduct classes on Physical Education • To prepare Budget at the beginning of the Academic Year for New Sports items other Sports Activities, Competitions Sports Day • To conduct Annual Sports Day Inter Collegiate Throw Ball Tournament every year • Various types of Indoor events to be conducted inside the Institution prior to the actual day of Sports • Special provision is given to sports-women during admission • The Physical Instructor has to maintain Sports inventory • Annual Reports are sent to the Management, Principal IQAC. Computers: • System Administrator is appointed exclusively to maintain the Computer Labs • He is expected to monitor, update maintain records pertaining to the systems, gadgets software • He has to install the necessary Software as per the syllabus of the

https://www.saintannescollege.in/Hand%20Book

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	Fees Concession	16	143000
Financial Support from Other Sources			
a) National	SC/ST/OBC	80	644390
b)International	0	0	0
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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 implemetation	Number of students enrolled	Agencies involved
No Data Entered/Not Applicable !!!			
View File			

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 for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2019	PDP Aptitude Training	340	340	2	230
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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	Number of grievances redressed	Avg. number of days for grievance redressal
25	15	20

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
16	350	230	• Mphasis • Accenture • Infosys • Icici Pru • Concentric • TCS BPS • TCS AAP • Capegemini • Amazon • Cognizant • TCS-IT • LT • Infosys I-T • Tally • White Horse • 5 Paisa	80	40
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
No Data Entered/Not Applicable !!!					
View File					

5.2.3 – Students 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	Number of students selected/ qualifying

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

Activity	Level	Number of Participants
Throw Ball	Bangalore central university Inter Collegiate	360
Graduation day	Undergraduate Post Graduate	271
College Day	Undergraduate Post Graduate	1300
Teacher's day	Undergraduate Post Graduate	1170
Kala-intracollegiate fest	Undergraduate	200
Fresher's day	Undergraduate Post Graduate	196
Cultural activities	Undergraduate	750

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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/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						

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

STUDENT'S COUNCIL ELECTION 2018-19 It was selection come election process, Management selected eligible students based on Academic records. The student's council election was scheduled on Thursday 17th July 2018. The rules and regulation for various posts were briefed to the students. The nomination forms were distributed on 3rd July 2018 and the last day to file the nomination was informed. Students filed nomination with lots of enthusiasm. A total number of students who contested were 53and stood for eight various prominent post of student council. The students actively conducted election campaign, voting started by 9.15 and ended by 12.00 P.M counting of votes was from 12.30 to 1.30 and much awaited results were announced. INVESTITURE CEREMONY The Investiture ceremony was held on Monday 21nd July 2018.The ceremony was presided by Rev.Sr.Margaret Julie educational secretary and Administrator followed by our beloved Principal Ms Nisha Joseph. Chief Guest Dr Amitabh Saraf addressed the students and indicated clearly on importance of women education, vision and mission of the institution and clearly explained the students on Mother Gnanamma's goals. FRESHER'S DAY Fresher's day was celebrated on Monday 21nd July 2018 at 12.30 PM in auditorium . Fresher's day was also conducted for new faculty from various departments. On this occasion lots of fun filled activities were conducted to generate a feeling of fraternity among seniors and juniors. Participants were supported and encouraged by everyone as they performed on the stage. The main attraction of the event was the Freshie Queen

contest, Ms.Freshie queen was selected, on the basis of their performance in three different rounds. KALA-2018-19 Kala an Intra-collegiate fest is a platform which helps to expose and encourage students with varied talents, abilities • Event was conducted on 3rd August 2018, • The guest for the day was Mr. Rajeev Ranjan Branch manager at HDFC Bank, Halasuru branch • The whole college was filled with different colourful events like music, dance ,rangoli, mehandi ,pencil sketching etc. • 6 On-stage and 8 Off-stage events conducted ON STAGE events - • Solo Dance, Group Dance, Comedy Show,Mad Ads, Dance Battle OFF-STAGE Events -Rangoli, Mehandi,Wealth Out Of Waste, Greeting Card, Collage, Pencil Sketching, Group Singing Was Conducted In (Av Hall): • Solo Song Was Conducted In (Av Hall): Teachers Day 2018-19 Teacher's Day programme was organized by Student Council Members and Student Union Leaders on 4th September 2018 in remembrance of Dr Sarvapalli RadhaKrishnan birthday at 12.30pm in the Auditorium. • The students welcomed all the teachers by giving them Crowns and Roses, • Our college secretary Rev Sr Margaret Julie addressed all the teachers and the students on this occasion who spoke about the importance of a teacher's role in student's life. • The students also performed various dance forms and skit as tribute for the teachers. • Gifts from Students and Management were distributed to all the Teachers Survey From Students For Designing Social Media App: Santhosh the Manager of Operations at BSETEC which is the parent company for BSEPIC which was represented by

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The College Started Functioning from 2005. Courses like B.Com, B.Sc., B.A (IES, PJCE) and BBM were offered to the Students. These Students who joined in 2005 graduated in 2008. Since then, Rs.100 was collected from each student for alumni association. On 23.10.09 at 5pm in the evening, The FIRST Alumni Association meet was held at the Auditorium. The Passed out students were invited for the Alumni Association through Email and Phone calls, out of which 50 of them attended the meeting. In the meeting the passed out students gave their suggestions. The student's council for Alumni Association was elected unanimously. Feedbacks were collected from them and Alumni extend their support as Referrals' to juniors to get placed in corporate and reputed organizations.The Alumnae of the College revived its activities in this year 2014-2015.On January 12th 2015 a meeting was conducted with Rev.Sr. Margaret Julie, Principal and committee members. The agenda of the meeting was to inform the passed out students through electronic device like email, Whatsapp, Facebook, SMS for a wider reach. On 10th September 2016the students were asked to attend the college alumnae and event was organized. Around 110 students had registered and the data of each student was collected. On Sep 1st -2017 the alumnae committee held a meeting with Committee Members. The agenda of the meeting was to decide the alumnae meet date, responsibilities of each member, distribution of certificate, trophy those participated in college day and arranging refreshment to students This year's Alumnae meeting was conducted on 29-09-2018. Nearly 150 members attended the meet. One could see the joy and happiness in their faces. It was very difficult for the organisers to put all of them together as they went around meeting all the teachers eagerly. Though the meeting was suppose to begin by 10.am it was 11.00 am when they all gathered. It was a feast to see them together who were busy clicking photos, making fun of each other. • The programme began with refreshments as the Institution felt that some time should be given before they all were ready to sit in the Auditorium. The programme began with an Invocation song which was followed by Lighting the Lamp. Alumnae was addressed by the Honourable Secretary Rev. Sr. Margaret Julie, and The Principal of our Institute Prof. Nisha Joseph. • They were entertained by dance and mime by the present students

of BCOM and BBA department. • There were few games conducted for the alumnae students. • The program was concluded by a dance performance BA aluminates of the batch 2008- 2009. Around 150 students of various batches attended the alumnae meet.

5.4.2 – No. of enrolled Alumni:

150

5.4.3 – Alumni contribution during the year (in Rupees) :

260000

5.4.4 – Meetings/activities organized by Alumni Association :

• 23.10.2010 • 12.01.2015 • 10.09.2016 • 01.09.2017 • 29.09.2018 This year's Alumnae meeting was conducted on 29-09-2018. Nearly 150 members attended the meet. One could see the joy and happiness in their faces. It was very difficult for the organisers to put all of them together as they went around meeting all the teachers eagerly. Though the meeting was suppose to begin by 10.am it was 11.00 am when they all gathered. It was a feast to see them together who were busy clicking photos, making fun of each other. • The programme began with refreshments as the Institution felt that some time should be given before they all were ready to sit in the Auditorium. The programme began with an Invocation song which was followed by Lighting the Lamp. Alumnae was addressed by the Honourable Secretary Rev. Sr. Margaret Julie, and The Principal of our Institute Prof. Nisha Joseph. • They were entertained by dance and mime by the present students of BCOM and BBA department. • There were few games conducted for the alumnae students. • The program was concluded by a dance performance BA aluminates of the batch 2008- 2009. Around 150 students of various batches attended the alumnae meet.

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 Vision of the Institution is To Create a New Society. Aligned to this vision the Management and the Institution works to bring progress through decentralisation: Management: The Management has adopted Decentralization which is seen as a means of improving the efficiency of education system and the quality of educational services. The Institution is steer headed by the Management under the leadership of the Secretary. • The management regularly undertakes the review of working of the college in its Executive council meeting and working committee meetings. Necessary guidance and directives are issued through these meetings. • Periodical reviews are undertaken by the Secretary. • The budget is prepared prior to the commencement of the academic year and is approved by the management. • There is a good support from the management relating to the implementation of the objectives specially designed to attain quality teaching and learning aspects of the college. • The staff receive motivation and support for all the activities from the management. • The participation of students in co- curricular, Sports, NSS, extracurricular activities is constantly encouraged in order to attain overall development. • The Secretary recommends Annual increments, starting of New Courses, Enhancing the infrastructure to the Governing Body of the Society. • Management also takes complete care of the maintenance of the Campus, structures and the Infrastructure. Principal is the Academic head. • The college grooms the leadership skills of Teaching faculty to lead - IQAC, NAAC committee, student representatives, Stakeholders, Aluminies and various other committees and clubs are empowered to propose, design, formulate and execute their plans within the

frame work of governance. • The Academic, Administrative, NSS, IQAC are all working together for the smooth running and over all functioning of the college. • The Principal concentrates on the regular lectures conducted by the staff, timely completion of the syllabus, guidance for better performance in the examination and provides best possible teaching learning environment. This is attained by regular meetings with the departments, HODs, the staff members under the guidance of the Secretary from time to time. • The Principal monitors the function of the office. • The Principal maintains important and confidential documents of the Institution. • The Principal collects Academic other Activities Reports and presents them to the Secretary. • The Principal also receives the Annual Plan Budget from all the Departments and forwards the same to the Secretary. Academic: • All the activities concerning Teaching and other activities of the Departments are done under the guidance of the Principal. Principal considers the recommendations of the Heads of the Departments and suggestions and decisions based on the recommendations are implemented. • The decentralized governance model is evident in every sphere as each department/faculty functions as a separate sub-unit, in deciding and implementing the student-centric programmes and activities. HOD • Every Department submits its Annual action plan at the beginning of every year. • The matters at the department level are discussed by the HOD with the faculty team in consultation

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

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):

Strategy Type	Details
Curriculum Development	Being affiliated to Bangalore Central University the Institution has to follow the Curriculum offered by the University. • Departments conduct meetings and assign the subjects based on each one's expertise. • Bridge Course curriculum is developed and given effectively • Syllabus for CSR, Cyber Wellness and Women Studies is being framed. • Few Faculty have been involved in bringing out Text Books which are reprinted. • The Institution also has Teachers who are in the BOS (Board of Studies) in the Bangalore Central University as a part of curriculum development committee. • The number of Research Paper Publication has increased.
Teaching and Learning	Creative methodology: • ICT enabled Teaching (YouTube assisted learning) • Experiential learning: Demonstration of experiments, projects, group assignments, and Industrial Visits • Participative learning: seminars, workshops, special lectures, group discussions, paper presentation by the students, Lecture sessions by students on subject based topics. • Micro

	Teaching is adopted. • Departments conduct Remedial Classes for the underperforming students and slow learners. • Chapter wise objective questionnaires, Unit Wise Quiz Competition for the students for the better learning outcome. • Fast learners are given additional challenging assignments, encouraged to participate in various symposiums to learn beyond the given curriculum • Internships for practical exposure.
Examination and Evaluation	The College has Internal and University examination committees • The Internal Examination Committee Conducts Mid Semester End Semester examination twice in a semester • Collects the Question Papers from the faculty, Prints distributes on the day of examination. • Arranges Students' seating allotment, • Prepares Invigilator duties Student's attendance, • Each examination is for 40 marks 90 minutes duration. • Exclusive answer booklets are given. • Teachers are given 10 days' time to evaluate submit the marks to the Department and the same will be entered in the portal. • Assessment of results is done by EMS regularly • 75 of the Eligible Lecturers are deputed for University Evaluation. • Lecturers are sent as External Practical Examiners and valuers • Lecturers are deputed as VIVA- VOCE external examiners for Projects
Research and Development	Several programmes have been conducted exclusively to promote Research • In view of having an International Peer Reviewed Journal with ISSN Number, the College invited experts for guidance. Professors with Doctorate and those who are pursuing Ph.D attended the programme. • A Research Lab is set. Three computers with high configuration and other essential software installed in it. • An International Conference was organised by IQAC on Teaching Methodology • Faculty Research Programme was conducted by IQAC. Each faculty presented a paper. It was scrutinized by a subject expert feedback was given for further improvement. • The Management funds the Faculty for Presenting and Publishing Research Papers in National and International Conferences. • Faculty are encouraged to enrol for Ph.D

| Library, ICT and Physical Infrastructure / Instrumentation | Library: • Library is fully automated with Easy Lib software. • It has Institutional Membership with British Council Library which is availed by the Teachers and the students. • Updated Reference text books are bought every year. • Latest E-Journals E-books are accessed through Nlist. • Latest News Papers, Magazines Academic Journals are subscribed throughout the year. ICT: • Each and every Department has Projector. • Teachers make use of these projectors for Teaching purposes using Internet. • Audio System with a computer, Internet and Projector is given to the Department of English for editing Radio CDs and Short Films. • Teaching is made effective by accessing You Tube and Internet facilities. • Seminars are conducted through Skype with high resolution Cameras. • Every programme is recorded through digital video camera. Physical Infrastructure Instrumentation: • The institution has 27 plus classrooms, two libraries, fire extinguisher, elevator, Staff Rooms, 9 labs, projectors, Auditorium, Seminar Hall, Common Room, Sports Room, Counselling Room, IQAC Cell, Placement Cell, SC/ST Cell Women Cell, ED Cell, Exam Stationery Room, Institutional stationery room Room for support Staff. • New Research Lab was set up in this academic year • New Computers with essential software were installed • New equipments for various laboratories were bought. • New sports equipments were bought. |
| Industry Interaction / Collaboration | Industry Interaction / Collaboration The Institution has Industrial Collaborations for various purposes. To mention a few: • Departments invite eminent personalities as Guest Lecturers to guide the students on career prospects skill development. • Career Counselling is done by the Placement Committee • Students are sent for Internship to various companies firms. • Industrial Visits are organised. • Value added courses and Certificate courses are conducted by various Soft Skill trainers. • Many Industries visit our Campus for Campus Placement. To mention a few: ? Mphasis ? Accenture ? Infosys ? ICICI Prudential ? Concentric ? TCS BPS ? TCS AAP ? Cape gemini ? Amazon ? Cognizant ? TCS-IT ? LT ? Infosys I-T ? Tally ? |

	White Horse ? 5 Paisa
Admission of Students	• Admission committee is formed in the beginning of every academic year. • Publicity through distribution of pamphlets ,banners , newspaper advertisements is done. • A Digital Board is installed in front of the College which gives complete information about the Courses available. • College Website has its pages in Facebook and other Social media through which admission notice is publicised. • Various Activities are conducted exclusively for the PUC students of different colleges which also promote admission. • Our faculty visit our own PUC college and promote admission in our Institution. • Banner is displayed at the beginning of academic year.

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

E-governace area	Details
Planning and Development	• AISHE, LIC (Local Inquiry Committee), Swaach Barath Survey, India Today Ranking Survey, Institutional report submitted to Xavier Board - are uploaded online at regular intervals. • The Institution has its own website and all the information pertaining to the College is available on the website. • IQAC other committees communicate internally and with other resource people through e-mail. • IQAC uploads Annual AQAR on the college website. • All the Departments will send the Annual Planning, Work Allotment, Time Table, Budget of the Department in the beginning of every semester is sent to the Secretary to the Principal through E-Mail. • Almost all the Departments and committees have separate mail ids • Electronic Communication: • Quick SMS services for students and faculty • Online payment of fees other payments through smart hub • Application for Transfer Certificate, Provisional Certificate Conduct Certificate through online mode • Information subject content sharing is done through online mode • All the important events of the college is posted on Institutional Website Social Media • All the Communication to the University (Circular and Notices) is done through the University Portal. • Students Internal Marks, Attendance Overall

	Internal Marks is posted on Educational Management System • Entire examination both Practical Examination Theory Examination is done through the University portal.
Administration	The Institution has adopted the Management Information system called I-Boss. The entire Institutional data is uploaded and updated regularly. This Management System is the Institutional portal which provides complete information on various categories pertaining to students : I-Boss -Adminstration: • The College office enters the data of each student at the time of the admission. • After the admission process the Department is furnished with complete information • Office also enters students marks after the declaration of the University Results. I-Boss -Head of the Departments: ? Each Department Head does the subject allotment result analysis I-Boss -Faculty Faculty uploads the following through EMS: • Attendance • Mid End semester Examination marks • Assignment the marks given to the same • Consolidated Internal Assessment (CIA) marks. • The Faculty forwards the CIA marks to the Head of the Department
Finance and Accounts	• The Institution is regularly audited by the Chartered Accountants. • E-Filing of TDS • Audited statements Annual returns are filed annually. • All the bills, receipts, payments, vouchers and the accounts are scrutinized at regular intervals. • Fee payments are done online by 2nd and 3rd year students. • MOU is signed with HDFC bank for all financial transactions of the Institution • The staff salary is paid through bank accounts • PF PT is regularly paid through online • AcMe software is used for Accounting purpose • Examination Fee of the University is paid by the students online
Student Admission and Support	Admission is done in the following areas using ICT • Admission committee is formed in the beginning of every academic year. • A Display Monitor is placed at the reception (All the activities of all the Departments are showcased) • Publicity is done through distribution of pamphlets, banners, newspaper advertisements (E-Copies). •

	Mass Messaging for the promotion of admission. • A Digital Board is installed in front of the College. • College Website has its pages in Face book and other Social medias • Various Activities are conducted exclusively for the PUC students of different colleges which promotes admission. • Our faculty visit our own PUC college and promote admission in our Institution by using ICT
Examination	Internal examination committee communicates the following through mails and social media (whatsapp) • Preparation and distribution of circulars, • Students' seating allotments, • Invigilator duties, • Student's attendance. • Internal Examination is conducted twice in a semester. • Each faculty is asked to submit the question papers at least three days prior to the examination through mail. • University examination hall tickets are received by the students online.

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
<td colspan="5" align="center">No Data Entered/Not Applicable !!!</td>				
<td colspan="5" align="center">View File</td>				

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	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	Application of SPSS AMOS For Data analysis		25/08/2018	26/08/2018	12	0
<td colspan="7" align="center">No file uploaded.</td>						

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	Number of teachers	From Date	To date	Duration

professional development programme	who attended			
"Centre for academic leadership training program" by MHRD	7	27/08/2018	30/08/2018	5
Innovative, Creative and an Awe Inspiring Teaching Techniques	31	09/11/2018	09/11/2018	7
Application of SPSS AMOS For Data analysis	12	25/08/2018	26/08/2018	5
Business Research Skills Enhancement and Intensive Proposal Writing	1	23/01/2019	01/02/2019	3
Research Methodology And Data Analysis in Social Science Using R and Python	3	01/03/2019	02/03/2019	4
Introduction to SPSS	37	13/09/2018	14/09/2018	5
Art of Thesis writing	1	28/07/2018	28/07/2018	6
Training Programme on Academic Leadership	1	27/08/2018	30/08/2018	5
One day orientation program on Business Taxation and Goods service Tax	2	19/03/2019	19/03/2019	5
No file uploaded.				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
No Data Entered/Not Applicable !!!			

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
ESI PF. Financial support during emergency, Token of Appreciation for Excellent Performance Voluntary contribution towards Institutional Progress	ESI PF, Financial support during emergency, Children of the Non-Teaching staff is given Fee Concession, Goodies are given during Christmas.	• Scholarships • Fees Concession for economically under privileged students • Free Education (Most underprivileged) • Counselling sessions • Free Health check-up • Mid Day Meals

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Institution conducts internal and external financial audits regularly Yes, The Institution is regularly audited by the Chartered Accountants. All the bills, receipts, payments, vouchers and the accounts are scrutinized at regular intervals. Apart from this a few financially relevant suggestions are given by the Governing Council with regard to resource mobilisation. The external organization such as the University LIC (Local Inquiry Committee) annually inspects the Income and Expenditure of the Institution. During the LIC Inspection the Institution has to maintain the documents for Finance.

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/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
No file uploaded.		

6.4.3 – Total corpus fund generated

600000

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	Yes	LIC (Local Inquiry Committee)	Yes	Management
Administrative	Yes	LIC (Local Inquiry Committee)	Yes	Management

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

1. Time and again the parents give useful suggestions for the progress of the Institution (Such as to start additional PG Courses, Sending messages for special occasions etc.) 2. The Parents express their happiness during Parent Teachers Meeting at their ward's success which in turn is a motivation for the Institution to do much more for the benefit of the students. 3. Parents' are constantly supporting the Institution through their acceptance to permit their ward to be taken for various activities of the Institution (such as Students Volunteers for various Institutional activities, Industrial visits, NGO's, Outreach Programmes, fund raising, Rally, Inter Collegiate Fest, Seminars,

Workshops etc) 4. Few Parents are the members of the Governing Council.

6.5.3 – Development programmes for support staff (at least three)

1. A separate room has been given to them in the basement. 2. The support staff is financially supported by the Management when they are in need. 3. The Management promotes the development of the support staff by encouraging them to pursue skill oriented training

6.5.4 – Post Accreditation initiative(s) (mention at least three)

Sl. No Recommended by NAAC Peer Team Adopted / Implemented 1 PG programme and skill oriented courses to be offered • Institution has started PG courses(M.COM , MA English Literature) with a newly built PG Block. • Skill oriented Add on courses have been introduced for the benefit of the students. 2 Smart Class rooms to be set up • Projectors have been installed in many class rooms • Upgradation of the broadband to Fibernet connection. 3 Research culture to be promoted • New Research Lab was set up in this academic year • New Computers with essential software were installed • New equipments for various laboratories were bought. • Faculty Research program has become an annual event in the institution to promote research culture among the staff. • Staff is constantly encouraged to attend, present and publish papers in Conferences, Seminars and Workshops which is sponsored by the Management. • This academic year 10 Research papers were published in the International Journals • 02 papers were published in the National Journals • Every year Faculty members have been registering for PHD. 4 Adequately qualified staff be appointed • The college management is encouraging the existing staff to empower themselves to be qualified enough to teach at the Undergraduate level by taking NET, SLET exams. 5 Alumni, Research and Consultancy to be strengthened for all additional resources • Alumni were given responsibilities to carry forward the mission of the Alumni Association. • They were also encouraged to promote our college and to participate in various programs of the college . • Placement cell has jotted several soft skills programs with Alumni to enhance the employability of our students. 6 Encourage faculty to organize more number of Seminars, symposia workshops • Few Departments organised Inter Collegiate Seminars exclusively for the students. • IQAC conducted an International Seminar, Faculty Development Programme (FDP) and Faculty Research Programme (FRP) . • Technical workshops (SPSS) for the faculty was organised. 7 Coaching for competitive exam should be conducted regularly The College has introduced Coaching for the competitive exams. 8 Sports facility to be improved The college has taken measures to improve the sports facility. • A bigger room is given as sports room. • New Sports items have been purchased. • A computer with internet facility has been allotted • The faculty for sports has been asked to encourage and train many students to participate in the University/ State/National and International level sports competitions and it has been implemented effectively. • Inter Collegiate Throw Ball Tournament at the University level was conducted in collaboration with Bengaluru Central University for the First year Degree Students. 9 Common Room facility to be provided In the newly built PG block provision has been made for a Common room.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality	Date of	Duration From	Duration To	Number of

	initiative by IQAC	conducting IQAC			participants
2018	AQAR Presentation	30/10/2018	30/10/2018	30/10/2018	39
2018	Faculty Development Programme	09/11/2018	09/11/2018	09/11/2018	41
2018	Techniques of Publishing a Journal	21/11/2018	21/11/2018	22/11/2018	12
2019	International Conference on Transforming Lives by Kindling Creativity in Higher Education Through Academia	28/02/2019	28/02/2019	28/02/2019	176
2019	Faculty Research Programme	06/03/2019	06/03/2019	06/03/2019	43
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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	Period To	Number of Participants	
			Female	Male
No Data Entered/Not Applicable !!!				

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
• Three Blocks of the Institution is lit by LED bulbs Tube Lights to save energy • Separate Bins – segregation of waste at the source • Greenery around the campus • Cleanliness Drives at regular intervals • Plastic free Rally • Eco Club organised Wealth out of Waste and they sold the items to provide for the poor • Awareness campaigns through Mimes, Street plays, Environmental quiz Rallies. • Eco Club conducts various activities at regular intervals such as : ? Design your own bag exhibition ? Eco friendly product launch ? Power point presentation ? Litter Free Lalbagh

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	4
Provision for lift	Yes	4
Braille	Yes	1

Software/facilities		
Scribes for examination	Yes	1
Special skill development for differently abled students	Yes	57

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
No Data Entered/Not Applicable !!!							
[View File](#)							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
College Annual Academic Calendar With Rules Regulations for Students, Parents Faculty	06/06/2018	College strictly adheres to the code of conduct. The rules and regulations regarding the dress code, behaviour, usage of mobile phones, reporting to the college on time and several others are published in the Academic Calendar and monitored regularly. • The SWO monitors the dress code regularly • Initially fresher's are given orientation • All the events and programmes conducted are value based and theme oriented. • Students are given outpass with the permission of HOD and Principal during emergency and they are not let out during college hours • Faculty has to obtain permission from the Principal to leave the college during working hours • Pink Cards are meant for those students who come late, the College discipline committee monitor and counsel the students to come on time.

7.1.6 – Activities conducted for promotion of universal Values and Ethics			
Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			
View File			

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

1. Power is one of the most essential and basic needs of the nation. In order to save the power the Institution is lit with LED Bulbs. 2. Eco Club of the Institution arranged a rally in Lal Bagh to bring awareness about cleanliness. The same was institutionalised among the students inside the campus even before doing it outside. 3. Separate bins for Wet and Dry waste are placed in every corner of the campus. During the orientation programmes students are taught the importance of disposing the waste accordingly. 4. NSS volunteers conducted a campus clean drive to bring an awareness among the students to keep the campus clean and green. They not only cleaned the campus but also the roads in and around the college. 5. Eco club conducts various events like making, designing and carrying jute bags, Eco friendly Product Launch, Power Point Presentation, Environmental Quiz to make the students conscious about the environment

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice I : 1. Title of the Practice – One Rupee Contribution (Mother Gnanamma Educational Fund) 2.Goal–To support and encourage the Financially backward students. 3) The Context- Economically backward students find it challenging to pursue higher education and our college being the college for women it is even more challenging for girls to pursue. Added to this most of the students are from middle class and lower middle class. They give up easily. Hence to help such students not to drop out of the education, this scheme has been introduced 4).The practice- The students in the college are constantly motivated to donate at least one rupee a day. This has not been made mandatory. Apart from the students even all the teachers contribute minimum of 500/- Rs. towards this initiative annually. 5) Evidence of Success-This programme has become really successful. This has inculcated a sense of compassion among the students and staff. This initiative has helped many students to pay a part of their fees. In turn the students who have been benefitted out of this programme has volunteered to contribute as and when possible from them. 6) Problems encountered and resources required- There are various challenges in conducting the program • Students who are financially better also seek help. It is challenging to segregate the genuinely deserving students. • Many students seek complete support in paying the fees. • It is difficult to collate from all the Departments and count the money...as the number of coins are too huge. • Motivating the students to contribute towards this programme is challenging Best Practice II : 1. Title of the Practice: Basic Computer Fundamental Skills for Government Schools. Goals: 1. To make our students more socially responsible and motivate them to contribute to the society. 2. Make our students to reach out to the under-privileged students. The Context: To enhance the young children with the fundamentals of computer and Ms-office Application. In the wake of Digitalisation every child has to be computer literate. Many of these children don't have the access and exposure on various MS programmes. Our Institution has taken the initiative to make a few children computer literate. The Practice: The Institution focuses on value based learning which has the inclusiveness of the entire society. The underprivileged children are one of those whom the College wanted extend its support in areas which the Government schools cannot provide. RBANMS and BBMP Govt. Boys School are the two Institutions for which our students volunteered under the guidance of a faculty

to teach basic computer fundamentals and MS word. 3. Evidence of success: Every year both the Institutions renew their MOU as they are happy with the training programme provided by the college. They look forward for this programme year after year 4. Problems: The major challenges of such an initiative are: • The Computers provided by those Institution are not in a good condition. • The continuity breaks when they have exams and the students have to revise and rerevise which is time consuming. • When our students have exams the staff has to pitch in to help those students.

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

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The Vision Mission of our Institution is To provide Humanizing and Liberalizing Education so as to form responsible citizens who in solidarity with others will create a just society To empower young women, with knowledge, skills and competence and to provide them with opportunities to understand the present society and critically analyze its structures and enable them to contribute in creating a more human and just society. Keeping this vision the Institution has focussed on empowering young women. Academic Arena: 1. B.Sc Rehablitation Science: Our College is the only Institution which offers B.Sc Course in Rehabilitation Science in the entire State affiliated to Bengaluru Central University. This was a dream course which aligns with our Institutional Vision. 2. Centre for Excellence: This club has been organising orientation programmes. The orientation programme is conducted for both internal and external students. Time and again students are inculcated with moral values, principles and on various other behaviour and attitude enhancement such as : • Self Awareness • Friendship and Protection from Abuse • Personal Hygiene Environmental Protection • Moral values like honesty, discipline, hard work, respect for others to be imbibed by the students at large. • Creative thinking memory building techniques. Value Education Classes: Parents are also given an orientation programme annually in which parents are made to know about good upbringing which helps a child in academics success. Students learn moral values, manners and discipline from home therefore the session stressed on their role in fostering children`s early learning eg problem solving abilities, shaping their socio economic skills, building their self-esteem, the role and importance of social values and Ethics for the present generation are constantly highlighted. Blood Donation camp is organised every as a part of social service. This has been done from last 5 years. Many students and staff donate blood willingly and enthusiastically. Kidwai Institute of Oncology visits the Institution in order to collect the blood and distribute certificates to the students and staff who have donated the blood. Apart from this every year one or the other rally is conducted for various social awareness issues like, suicidal awareness, sexual harassment, litter free locality, traffic safety awareness etc. 3. Faculty Research Programme: IQAC has been conducting Faculty Research Programme where all the Lecturers present one Research Paper, which is an initiative to enhance Research Culture amongst the faculty. It is conducted under the guidance of a subject expert and all the Departments present their papers which is analyzed and guided by those subject experts

Provide the weblink of the institution

8.Future Plans of Actions for Next Academic Year

The Institution has various plans for its progress. This has been an eternal pursuit for any Institution. A small Institution like ours, future progress becomes the need of the day hence, it has several developmental agendas as its future plans: Academic: The Institution is in constant pursuit of quality and has several future plans for the coming Academic Year: • Our College is trying to get permanent affiliation by 2020 • To introduce M.Sc Psychology • To introduce Diploma in Women's studies Cyber Wellness • Planning for AAA Accreditation • Formation of External Advisory Committee to enhance Quality, Education Placement • Strategy to identify high potential students help them to secure University Ranks • To increase the number of Certificate and Diploma courses, Aptitude Training in various arena • The Institution is also in the process of second cycle of accreditation aspiring to score A. • To organize Developmental Programmes for the support staff • To Launch College App. Research: • Institution is making an effort to have the Institutional International Peer reviewed Journal with an ISSN No. • Every year the college aspires to organize an International Conference. It is also constantly encouraging the Departments to conduct Seminar or a Conference at the State or National level • High quality Plagiarism software to be installed • Staff and students are constantly motivated to Present Research Papers and Publish the same in UGC approved Journals (Care Scopus) • Faculty Research Programme an exclusive Paper Presentation Programme for all the faculty of the College to be sustained by reviewing the papers received by an External Subject Expert. Infrastructure: • It is also planning to extend its auditorium and its seating capacity • Renovation of sports room with Shelves • Throw ball court to be set • Basket Ball Court to be established • Heterogeneous religious Prayer Room to be made within the Institution Sports : • Special Provision to be made for high achievers in sports field at the State, National International sports students of our Institution • To enhance sports amenities in the Institution • Special coaching to be provided for the students of sports caliber in different sports arena Cultural Activities: • To introduce and train students in Fine Arts Performing Arts by establishing Fine Arts Club • To have professional coaches trainers to Choreograph during College Day events • To Start Guitar, Dance and Tailoring Classes