



# **SELF STUDY REPORT**

**FOR**

**2<sup>nd</sup> CYCLE OF ACCREDITATION**

**ST.ANNE'S DEGREE COLLEGE FOR WOMEN**

**NO23, CAMBRIDGE ROAD, HALASURU**

**560008**

**[www.stannescollege.in](http://www.stannescollege.in)**

**Submitted To**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**April 2021**

# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

**‘To create a just society’** is the motto of the Society of the Sisters of St. Anne-Madras, a congregation established by Servant of God, Mother Thatipathri Gnanamma. Our Foundress envisioned an education ministry that has a multifaceted and comprehensive approach – empowering young women from the marginalized, downtrodden and weaker sections of the society through education. At a time when educating women was a tall order, a school for girls was established by Mother Gnanamma at Kilacheri, a few kilometers away from Chennai, in 1863. Subsequently, Mother Gnanamma formed the religious congregation of the Sisters of St. Anne - Madras in 1874. The sisters continued the noble mission of ‘Educating and Empowering Women’ by opening educational institutions across India. With the rich experience gained in the educational field, the St. Anne Sisters established St. Anne’s Degree College for Women, Bangalore in 2005. The unstinted service of the Sisters has raised the college into a successful Institution, harmonizing spiritual, moral, academic and civic values to impart all round education.

St. Anne’s Degree College for Women is a Catholic, self-financing institution affiliated to Bengaluru Central University. The college had a humble beginning and today it offers six UG programmes and three PG programmes. It was accredited with B Grade and 2.52/4 CGPA in the 1st cycle of the National Assessment and Accreditation Council in 2016. During the academic year 2018-2019, the college received Permanent Affiliation from Bengaluru Central University.

The institution stands distinct in its approach towards education and teaching pedagogies. Various committees, cells and clubs are operational assisting students to hone her potential. The institution has a track record of students featuring in the University Rank list across the years. As the college grows and adapts to the needs of students, it continues to maintain its unique character and generate young women of conscience, compassion and competence.

### **Vision**

The college is directed by its well-defined vision – “To provide Humanizing and Liberalizing Education to form responsible citizen who in solidarity with others will create a just society”. The vision was derived from the guiding principle “service in simplicity to humanity” as enshrined in the constitution of the Sisters of St. Anne – Madras.

### **Mission**

To empower young women, with knowledge, skills and competence

To provide them with opportunities to understand the present society

To critically analyze its structures

To enable them to contribute in creating a more humane and just society

## AIMS & OBJECTIVES

1. **To foster Academic Excellence:** The Science, Humanities and Management students who enter the portals of this institution shall acquire sound and thorough knowledge in academics and be competent in intellectual pursuit and become preferred personnel by any organization.
2. **To enhance Personal and Interpersonal Skills:** The objective of organizing personal and interpersonal skills is to help students to discover their potentials, develop their talents and aesthetic sense, to inculcate soft skills that would be helpful for healthy and harmonious interpersonal relationship and teamwork in order to cultivate sincere respect for the individual person's dignity, freedom and equality.
3. **To trigger Spiritual pursuit:** Give importance to the spiritual formation of our students of other faiths, who form the vast majority in our institution. Assist them to develop a personal set of values and principles and become persons of character and integrity, internalizing the social aspect of their religious traditions and thus leading them to experience personal well-being. Educate the students and staff to accept and respect differences based on religion and culture and nurture inter-religious spirit. Shape them into citizens who are morally sound and have personal conviction, deep compassion, competence and commitment to the larger world.
4. **To inculcate Social consciousness:** Advocating the social and societal transformation is a major goal and mission of the institution. Our education mission, in the context of India today and the India of tomorrow, is the recreation of human lives, communities and the wider society. The Eco Club, Social Leadership Club, Women's Cell, NSS and AICUF equip the students with skills to work on the transformation of the society with commitment.

## 1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

### Institutional Strength

#### Inclusive Management committed to creative change

- Proactive, and effective Management envisioning Education as a spiritual ministry of service
- Committed to serve the marginalized women following the 150 years of legacy in education
- Transparent, participative and decentralized administrative system
- Embracing the adage "Education for all" through an inclusive admission policy

#### Promising Academic Environment

- Passionate team of teaching Faculty with good academic credentials, expert domain knowledge and experience
- Healthy and Safe Campus focusing on punctuality and discipline
- Leadership development through Student Council, Club and Associations
- An institution foreseeing ISO certification by April 2021
- Students featuring in University portal as Rank holders, Gold Medalists and centum scorers in various subjects
- Student representation at various levels in sports and cultural avenues
- Training programmes, career guidance programmes and placement drives

#### Vivacious Students' Support Initiatives

- Effective Personal Counselling and Mentoring Services
- Quality and affordable education for all the students - Facility to pay fees in installment
- Financial assistance to marginalized students through Management, Government scholarships, Mother Gnanamma Fund and Faculty Fund Mobilization

### **Learner Centered System**

- Integral and Developmental education through Bridge courses, Remedial and Advanced Learners Programme
- Enhancement of curriculum through value-added programs
- Experiential learning opportunities through projects and internships
- Effective use of ICT in teaching learning, examination system and library management.
- Opened avenues for higher education through post-graduation programmes

### **Infrastructure Facility**

- Strategically located in the city, institution also provides attractive education proposition specifically for young girls
- Well planned infrastructure with Wi-Fi enabled campus, equipped classrooms, labs, Outdoor sports courts and amenities
- Well stacked, organized and partially automated Library with sufficient text and reference books, periodicals, journals and e-resources
- Interlibrary loan facility through British Council Library, Bangalore

### **Education for Community Service**

- Social Sensitization through appreciable extension and Outreach programmes actualizing the vision of the institution
- Societal consciousness by instituting a broader vision through cells and units

### **Staff Empowerment**

- Financial support and paid leaves for Professional Training and Development Programmes and Ph.D. research work
- Effective implementation of welfare measures

### **Institutional Weakness**

- Rigid curriculum framework and limitations on revision of syllabus as per the demand of industries due to affiliated College System.
- Absence of structured mechanism to promote consultancy
- Yet to realize revenue generation through Consultancy
- Limited other state staff and students, scope for increasing visibility.
- Majority students from economically marginalized background, timely payment of fees is the biggest issue faced by the institution

- Lack of reading habit, adaptability to new technology, interest in research and low aspiration level among students
- Campus space is limited

### **Institutional Opportunity**

- Progressive planning towards Implementation of New Education Policy for providing quality education
- Aim to getting Autonomy Status from UGC
- To establish endowment funds / Chairs of women Empowerment
- Scope for inter-departmental research activities
- Increase in number of MOUs/ Industry and Academic Linkages
- Introduce skill based and career oriented courses
- Enhance Entrepreneurship skills among students
- Explore possibility to mobilize funds from Government and Non-Government funding agencies

### **Institutional Challenge**

- Huge competition with well established, reputed autonomous institutions and several new institutions in the neighborhood
- Introduction of market relevant courses a near impossibility due to the affiliation mode
- Balancing between academic excellence and social responsibility activities – semester system, an encumbrance to achieving these goals
- Mobilizing Financial Resources
- Financial condition of the students becomes a constraint as the students opt dropping out
- Nominal support from alumnae, being a Women's college
- Becoming centre of excellence is a big challenge

## **1.3 CRITERIA WISE SUMMARY**

### **Curricular Aspects**

St. Anne's Degree College for Women, Halasuru is an affiliated college of Bengaluru Central University. It offers six Programmes at the under-graduate level and three Programmes at post-graduate level in Commerce, Science and Arts Streams. The college follows the syllabus framed by the University through the Semester and Choice Based Credit system pattern.

The academic year begins with planning sessions to ensure effective curriculum delivery. The syllabi are implemented through the Academic Calendar, lesson plans, ICT enabled teaching and effective monitoring. To ensure the completion of syllabus, Work Done Diary is maintained by each faculty and monitored by the Head of the Department. Department Fests, Excursions, celebration of important days, career guidance lectures, exhibitions and extension activity form a vital part of the academic calendar. The college designed the curriculum for B.Sc. Rehabilitation Science Programme, being a distinctive programme offered by the college. The Faculty serve as question paper setters and paper valuers for all courses in Bengaluru Central University.

Special Syllabus for Bridge Course is framed by the department and classes are conducted for essential courses.

The curriculum is further enhanced by providing experiential, experimental, and participatory learning opportunities in the form of field study, projects, internships library and online information resources like N-LIST. Value added programmes in collaboration with Tech Brain Tree, Velocity Business Solution, CMCA and other organizations are offered for skill enrichment. Advanced learners programme is introduced for encouraging the bright minds to feature in the University portal as rank holders and Gold medalists. Likewise, special attention is provided for slow learners through remedial classes. A well-established Mentor-Mentee system exists across all departments for overall growth and development of the students. Various Extension and co-curricular activities through clubs and cells orient students towards social, cultural, economic and environmental realities turning them to be responsible citizens. The annual college day celebrations are theme based aiming at excellence and Environment Consciousness.

The campus is WIFI enabled. ICT is employed to support regular classroom lectures. The college obtains regular feedback pertaining to curriculum from all its stakeholders for better curriculum delivery.

### **Teaching-learning and Evaluation**

A simple and well-structured admission process with absolute transparency in enrolment and profiling of students is implemented. The admission policy is inclusive which caters to students from minority community and marginalized and economically weaker sections of the society.

Orientation programme is conducted for freshers to acquaint them with the functioning of the college. The institution caters to student diversity as it assesses the learning capacity of students. For slow learners, remedial classes, parent teacher meeting, special assignments and counselling sessions are conducted to accelerate their academic progression. On the other hand, the college pronounces its assurance to the advanced learners to be more exigent and competent through its Advanced Learners programme. Student Enrichment Programmes by the Think Tank cell nurture the bright minds. The Advanced learners score cent percent in various subjects of the University Semester Examinations and feature in the University Rank list. Additionally, the mental well-being of all students is ensured through personal counselling and a strong mentoring system.

Participative, experiential and problem-solving methodologies are encouraged through group discussions, case study, industrial visits and internships. Guest lectures and value-added programmes organized provide a better understanding of courses. The teaching learning process is enhanced through the effective use of ICT, and E-content Cabin on the website with video lectures and study materials. Access to E-books and journals through N-LIST programme is available for the students and faculty.

Program outcomes, Program specific outcomes and course outcomes for all the programmes are communicated to the stakeholders through the college website. IBoss Education Management System software tracks student attendance and performance. As part of continuous assessment, two internal examinations are conducted by an exclusive internal examination committee and evaluation is done in a transparent and effective manner. The external evaluation is conducted by the University through semester examinations. Student achievers are awarded and recognized during the annual college day and Recognition Day. Graduation Day is organized to celebrate the successful fruition of the efforts of the outgoing students.

The college follows a robust faculty recruitment policy and fills the sanctioned positions with qualified faculty.

### **Research, Innovations and Extension**

The institution promotes an effective research culture amongst the staff and students through its Research Forum. The forum is working on introducing an online academic journal 'G-ANNE International Multidisciplinary Research Journal'. Faculty Development Programmes, Seminars and Conferences are organized to promote intellectual growth and professional networking. The Management promotes and encourages Faculty to pursue Ph.D, present papers at conferences and participate in professional development programmes.

The institution continuously strives to encourage innovative ideas. A distinctive program, B.Sc. Rehabilitation Science, is offered by the institution wherein the curriculum was framed by the institution. The college website design and maintenance by Associate. Prof. Ranjith Kumar and team, Application Creation by students of BCA, the special programme 'Amalgam for Annites' for PUC students are some outcomes of the many initiatives to promote innovation in the campus.

Transfer of knowledge is initiated through guest lectures, E-resources, Faculty research programme, Workshops, Value Added Programmes, Fests, Micro Teaching and Display Boards. MOUs are entered with organizations to impart value added programmes. Experiential learning programmes like workshops, exhibitions, student seminars, field study, internships are initiated to promote interplay of skills and experiences. The students of BCA conduct one-month workshop on computer literacy for the higher primary students of BBMP and RBANMS schools. The college has served as an outreach centre for the MBA programme of Mysore University till the year 2018. The Centre for Excellence in the College aims at fostering excellence in terms of Quality, Ethics and Self-Awareness amongst the students. An exclusive Think tank cell is established for knowledge enhancement of students. Furthermore, the institution collaborates with other organizations to enhance its research activities.

Institutional Social responsibility is promoted through the units and clubs of the college. The mid-day meal scheme designed by the college, supplies free Lunch to the underprivileged students. Further, humane values and commitment towards society are inculcated through the extension programmes. The NSS unit has received certificate of Appreciation from Kidwai Institute of Oncology and Grace Blood Bank for successfully organizing blood donation drives. The Entrepreneurship Development Cell works towards nurturing self-employment skills.

## **Infrastructure and Learning Resources**

### **Campus Infrastructure**

The Management and the institution are committed to an incremental improvement of both physical and knowledge infrastructure. The institution has a well-maintained, WIFI enabled campus with CCTV surveillance facility. It houses 100 rooms, which includes 31 well-equipped classrooms with audio-visual aids, 2 seminar halls, 2 computerized libraries, 2 computer labs, a language lab, an Optics Lab, an Electronics Lab, a Commerce Lab, a Rehabilitation Science Lab, a Girls common Room, a Health center, a Research center, a sports room, a prayer room, a spacious quadrangle and indoor & outdoor recreational facilities. An Auditorium with a seating capacity of 600 and AV hall of 250 seating capacity enrich campus life. The institution has erected a 1000 Liters Reverse Osmosis (RO+) Drinking Water Plant to provide the students with clean and hygienic water in the campus. A 36-seater bus, a car and an auto are available for students and official use. Staff attendance is managed with a Biometric attendance system with iris recognition feature.

### **Library as a Learning Resource**

Information plays a vital role in enhancing the knowledge. The library is partially automated with Easylib software version 4.2.2. The institution has an impressive reference and lending library with a collection of around UG books - 11,704, PG books-930, gifted books-495, SC/ST books – 514, National Journals – 22, International Journals – 05, Magazines – 15, Newspapers – 15, CDs and video cassettes. The library facilitates access to e-journals and e-books through N-LIST/INFLIBNET e-consortium and interlibrary loan facility through British Council Library, Bangalore.

### **ICT Infrastructure**

The Institution is a Wi-Fi enabled campus with a subscription to the annual plan of Cisco WebEx. It has a total of 160 computers for students and 30 computers for faculty, 6 laptops, 2 digital display boards, 1 LED digital display board, 1 web camera and 8 Wi-Fi routers. Three dedicated internet lines, 2 BSNL lines with 100 Mbps each and 1 ACT line of 400 Mbps bandwidth is being offered. ICT enabled classrooms are available for each department.

### **Student Support and Progression**

The institution's initiatives center around student centric measures. Students are assisted to avail scholarships and freeships provided by the government. The Management supports underprivileged students through fee concession, Mother Gnanamma fund scheme and faculty mobilization fund.

Support services in terms of personal counselling is provided to ensure emotional well-being of the student. The Grievance Cell addresses the problems of students with sensitivity and confidentiality. Ragging is totally prohibited in the institution and measures are taken to restrain the ragging through anti-ragging cell.

Capacity building and skill enhancement programs - soft skills, life skills, language skills, ICT computing skills, competitive examination guidance and career counseling are organized. Student achievements are recognized during College Day and Recognition Day. The students have appeared and qualified in state, national and international level examinations. Vidhu Catherine Antony of B.Sc (PMC) secured a position among top 10 scorers at the National Graduate Physics Exam 2016 conducted by Indian Association of Physics Teachers.

The institution facilitates student representation and engagement in academic and co-curricular activities through the Students' Council under the guidance of the Student Welfare Officers Team. Students have earned laurels for outstanding performance in sports and cultural activities at intercollegiate, University, state and national level. Ms. Ramya B – III B. Com has won the first place in the Bangalore Urban District Level Rajiv Gandhi Khel Abhiyan Women's Sports Meet in 2015. Ms. Sophia Jennifer – II BCA participated in the National NCC Training programme and was selected for the Delhi Republic Day Parade at Rajpath, New Delhi in 2017. Mounika B - II B.Com has participated in the largest Bharatanatyam dance by Department of Tourism, Government of Tamilnadu, in World Guinness Records at SITV College.

The placement cell conducts interwoven training sessions on Aptitude, Logical Reasoning and Soft skills. At the end of the academic year on-campus recruitments are organized. The Alumnae Association provides a reconnect to the institution. They are invited as speakers in guest lectures providing an opportunity to bond with the institution. It is generally observed that majority of College's graduates move on to work while only a few pursue postgraduation.



## **Governance, Leadership and Management**

The Management is committed to create socially responsible and ethically conscious citizens through governance & leadership. The fundamental framework of Governance consists of the Secretary - the Administrative Head of the Institution, Principal, Governing Council and Internal Quality Assurance Cell (IQAC). They play significant role in the development of the Institution framing reforms for the improvement of the Institution.

The Institution strongly believes in promoting a culture of delegation of powers through strategic policies. The Principal of the Institution is assisted by HODs, Office Superintendent, Student Welfare Officers and Coordinators of various cells/committees in the decision making process. Faculty members are assigned with roles and responsibilities to work in a congenial environment with complete transparency. IQAC has a well-developed process to ensure quality benchmarks of academic and operational activities.

The College Student council is assisted by the Student Welfare Officer Body. It consists of the Chairperson (Principal), the Student Welfare Officer, members and student representatives. This body is responsible for conducting various cultural activities.

The college has a recruitment Committee constituted by the Management consisting of Secretary, Principal, HODs and Faculty Subject Experts. Regular and mandatory Faculty Development programmes are conducted for professional development of faculty. In addition, Conferences and Faculty Research Programmes are planned annually. Financial assistance and On Duty facility is provided to faculty for delivering University duties, participation in professional development programmes, Conferences and Seminars hosted by other colleges, and for acting as resource persons.

Management encourages the Faculty to take part in the institutional process by entrusting them with duties and responsibilities. Certificate of appreciation is provided to Faculty for excellence in service. Special leaves are provided for Ph.D entrance exams, course work, doctoral committee meetings. Service rules and welfare schemes for teaching and non-teaching staff are meticulously followed. Institution executes a transparent streamlined process for optimal utilization of financial resources. Financial audits are conducted to ensure transparency in financial management.

An effective feedback system prevails in the institution. Faculty Self Appraisal, Student Feedback and Alumnae feedback is administered and analysed. The administration and academia work in synergy for smooth and effective governance.

## **Institutional Values and Best Practices**

The college aims at making the dream of higher education a reality among girls from economically marginalized families. Security is provided for students right from the entrance through Surveillance Cameras. The Anti-sexual harassment cell works to ensure a safe environment and educates students on women rights and safety.

A meticulous waste management process which involves regular collection and disposal of waste in a proper manner is implemented in the institution. Environmental ethos is instilled among students through Walkathons, Green Week, awareness and environmental promotion programs. The college has set in place a culture of humanity. Special camping at villages forms an integral part of the NSS unit promoting intensive social

development. Heritage club involves students in various activities geared towards cultural awareness. The student welfare committee creates an environment that nurtures talent through its inter and intra collegiate fests. An inclusive environment is facilitated with provision of elevators, ramps and scribes during examinations.

The students and staff are sensitized towards the constitutional obligations through programmes, observance of Special days and Days of National importance. Students undertake community service, aiming at inculcating a compassionate attitude towards others.

The college has adopted two best practices oriented towards its Vision of Creating a Just Society. The Mother Ganamma Fund, an initiative to sensitize students towards societal issues is instituted. It is majorly funded by the 'One day One rupee' scheme, where students contribute Rs 1 every day. Additionally, Kala mela - a fund raising cultural event, fund raising drives, food fests, were also organized to contribute towards the fund which is utilized for the betterment of the society and assist students towards their academic financial requirements. Another best practice is the 'One month computer literacy workshop for the senior higher primary school children of RBANMS GGS and BBMP Government Boys School, Ulsoor.

A distinctive feature of the institution is the B.Sc. Rehabilitation programme. The college takes pride in designing the curriculum and to be the only college offering undergraduation in Rehabilitation Science across Karnataka. The programme offers wide scope of career opportunities for students while serving the society.

## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	ST.ANNE'S DEGREE COLLEGE FOR WOMEN
Address	No23, Cambridge Road, Halasuru
City	Bengaluru
State	Karnataka
Pin	560008
Website	<a href="http://www.stannescollege.in">www.stannescollege.in</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Nisha Joseph	080-25544454	9449404724	-	annescollege2005@gmail.com
IQAC / CIQA coordinator	Sangita	080-25547088	8095431846	-	singsangita715@gmail.com

Status of the Institution	
Institution Status	Private and Self Financing

Type of Institution	
By Gender	For Women
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	16-07-2005

**University to which the college is affiliated/ or which governs the college (if it is a constituent college)**

State	University name	Document
Karnataka	Bengaluru Central University	<a href="#">View Document</a>

**Details of UGC recognition**

Under Section	Date	View Document
2f of UGC	14-09-2015	<a href="#">View Document</a>
12B of UGC		

**Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)**

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

**Details of autonomy**

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No
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**Recognitions**

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

**Location and Area of Campus**

Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	No23, Cambridge Road, Halasuru	Urban	1.68	1300.35

## 2.2 ACADEMIC INFORMATION

<b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b>						
<b>Programme Level</b>	<b>Name of Programme/Course</b>	<b>Duration in Months</b>	<b>Entry Qualification</b>	<b>Medium of Instruction</b>	<b>Sanctioned Strength</b>	<b>No.of Students Admitted</b>
UG	BCom,Bachelor Of Commerce	36	II PUC or Equivalent	English	260	135
UG	BA,Arts	36	II PUC or Equivalent	English	60	15
UG	BCA,Computer Application	36	II PUC or Equivalent	English	60	30
UG	BBA,Business Administration	36	II PUC or Equivalent	English	80	20
UG	BSc,Science	36	II PUC or Equivalent	English	60	9
UG	BSc,Science	36	II PUC or Equivalent	English	40	8
PG	MA,Arts	24	Under Graduation	English	30	3
PG	MSc,Science	24	Under Graduation	English	30	11
PG	MCom,Commerce	24	Under Graduation	English	30	10

### Position Details of Faculty & Staff in the College

<b>Teaching Faculty</b>												
	<b>Professor</b>				<b>Associate Professor</b>				<b>Assistant Professor</b>			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				25				25			
Recruited	0	0	0	0	6	19	0	25	3	22	0	25
Yet to Recruit	0				0				0			

<b>Non-Teaching Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				18
Recruited	3	15	0	18
Yet to Recruit				0

<b>Technical Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				2
Recruited	2	0	0	2
Yet to Recruit				0

**Qualification Details of the Teaching Staff**

<b>Permanent Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	3	3	0	0	0	0	6
M.Phil.	0	0	0	2	14	0	0	1	0	17
PG	0	0	0	1	2	0	3	21	0	27

<b>Temporary Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

<b>Part Time Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

<b>Details of Visting/Guest Faculties</b>					
<b>Number of Visiting/Guest Faculty engaged with the college?</b>	<b>Male</b>		<b>Female</b>		<b>Total</b>
	0	0	0	0	0

**Provide the Following Details of Students Enrolled in the College During the Current Academic Year**



Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
PG	Male	0	0	0	0	0
	Female	23	1	0	0	24
	Others	0	0	0	0	0
UG	Male	0	0	0	0	0
	Female	200	17	0	0	217
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years						
Programme		Year 1	Year 2	Year 3	Year 4	
SC	Male	0	0	0	0	
	Female	106	101	118	118	
	Others	0	0	0	0	
ST	Male	0	0	0	0	
	Female	3	4	3	4	
	Others	0	0	0	0	
OBC	Male	0	0	0	0	
	Female	18	23	31	54	
	Others	0	0	0	0	
General	Male	0	0	0	0	
	Female	245	241	207	205	
	Others	0	0	0	0	
Others	Male	0	0	0	0	
	Female	0	0	0	0	
	Others	0	0	0	0	
Total		372	369	359	381	

## Extended Profile

### 1 Program

#### 1.1

Number of courses offered by the Institution across all programs during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
577	575	553	525	481
File Description		Document		
Institutional data prescribed format		<a href="#">View Document</a>		

#### 1.2

Number of programs offered year-wise for last five years

2019-20	2018-19	2017-18	2016-17	2015-16
09	08	08	06	06

### 2 Students

#### 2.1

Number of students year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
1018	1068	1090	1116	1104
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

#### 2.2

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
324	309	309	279	279

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 2.3

#### Number of outgoing / final year students year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
328	365	375	354	330

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 3 Teachers

### 3.1

#### Number of full time teachers year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
54	56	55	47	44

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 3.2

#### Number of sanctioned posts year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
54	56	55	47	44

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 4 Institution

### 4.1

#### Total number of classrooms and seminar halls

**Response: 33**

**4.2**

**Total Expenditure excluding salary year-wise during last five years ( INR in Lakhs)**

2019-20	2018-19	2017-18	2016-17	2015-16
149.59	262.36	269.45	293.31	245.49

**4.3**

**Number of Computers**

**Response: 160**

NAAC

## 4. Quality Indicator Framework(QIF)

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### Criterion 1 - Curricular Aspects

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#### 1.1 Curricular Planning and Implementation

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

###### Response:

The college being affiliated to Bengaluru Central University abides by the norms and guidelines stipulated for CBCS curriculum delivery and implementation.

##### 1.Department Activities for Effective Presentation of the Subject:

- The Heads of the Departments hold **meetings** at the beginning of every semester to draw plan of action
- **Course plan:** Subjects are distributed to the Department faculty based on each one's expertise.
- **Time table** and **Workload** are framed as per the curriculum provided by the university.
- Subject wise question Banks are prepared to elicit answers from the students.
- Departments conduct Quiz Competitions as per the subjects.

##### 2.Department Fests:

- Exclusive Competitions are conducted based on the Subjects
- Activity-oriented learning based on the subjects.
- Language skills and proficiency skills are developed among the Students through the department Fests.

##### 3.Bridge Course:

- Bridge Course is conducted for the First Year Students at the beginning of the academic year.
- Special syllabus and time table is prepared to introduce the subject.
- New terminology, basic concepts pertaining to the subjects are imparted.

##### 4.Micro Teaching:

The Micro Teaching Sessions are introduced for the new faculty members of the department every year

- To improve Teaching Skills
- To share innovative teaching methodologies
- To make the Teaching more effective

##### 5.Experiential Learning:

- **Industrial Visits** –To give an overview of the process of production, real time experience and exposure

- **Field Visits** - To give them practical experience of the existing realities that facilitates effective learning.
- **Internships** –To make the students learn the functioning, assessment procedures and processes of the companies and media houses through on job training.
- **Projects** –To learn various skills such as Innovative methods of conducting survey, various methods of analysis and effective way of writing reports.

#### **6.Experimental Learning:**

- Curriculum Delivery in Laboratories Practically
- Mathematical Learning through Scilab
- Science Exhibitions
- Practical Therapy Sessions

#### **7.Remedial Class:**

- Revision sessions for slow learners through repetitive teaching.
- Classes are conducted post college hours.

#### **8.Students' Seminars and workshop:**

- Seminars are conducted in the class by the Students on the Topics assigned by the Teachers.
- Students are sent to Participate in the Subject wise seminars organized by other Institutions.

#### **9. Participatory learning:**

- Home assignments
- Case analysis
- Group Discussions

#### **10. Additional Guidance to Top Scorers:**

- To enable the advanced learners to secure ranks and Gold Medals in the University examinations from each program.
- These students are motivated by providing additional study materials and previous year question papers.
- Special coaching and tips are provided to score centum in various courses.

#### **11. ICT enabled Teaching:**

- Faculty prepare E-content for the effective delivery of the syllabus using teaching aids.
- YouTube assisted learning is being facilitated

#### **12. Guest Lectures:**

The Subject experts are invited to impart course specific knowledge to the students.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Link for Additional information	<a href="#">View Document</a>

### 1.1.2 The institution adheres to the academic calendar including for the conduct of CIE

#### Response:

#### 1.University Calendar

The Institution strictly adheres to the calendar sent by the affiliated University. Management, Principal and IQAC conduct an Annual Planning Meeting for the faculty to discuss and design the events pertaining to the Academic Calendar of the University every year. The University calendar serves as reference to plan the college academic, co- curricular, extracurricular and examination schedule.

#### 2.Academic Calendar:

- The Academic Calendar is prepared by the institution before the commencement of the academic year.
- The Academic Calendar and plan of action of the Department is prepared by HOD that include
- Guest Lectures
- Field Visits
- Value Added Programmes
- Career Guidance Programmes
- Department Seminars and Conferences
- Paper Publications
- Department Fest and presented to the faculty during the first meeting of the Department.

#### 3.Research:

- The IQAC plans for National /International Conferences and Seminars to empower the staff in the areas of Research and finalises the schedule during the Annual Planning Meeting.
- The Centre for Excellence designs its programmes to enhance the quality among students and faculty.
- Every Department takes initiative to conduct State or National Level Seminars to promote Research endeavour among the students and faculty.
- The Faculty Research Programme is devised by IQAC every year.
- The institution proposes and motivates the faculty to register for Ph.D and publish Research Papers in the UGC Care list Journals and Scopus Journals.

#### 4.Orientation:

- The Dates of Orientation programmes for the Students and Staff are finalised in the Annual Meeting.
- Centre for Excellence chooses the topics and prepares the course content for the Orientation of the Students in consultation with the principal and IQAC.

- Faculty members are encouraged to participate in the FDPs conducted in other colleges.

### 5.Continuous Internal Assessment (CIA) :

An exclusive Internal Examination Committee is formed during the Annual Planning Meeting.

The responsibility of scheduling the dates for Mid Semester and End Semester Examinations for each semester lies on the Committee.

The Committee stipulates the dates for

- The names of the Subjects
- Question paper intend
- The marks to be uploaded into MIS.
- And Comprehensive Internal Marks to be submitted
- The Committee prepares the procedure for the conduct of the Examination

### 6.Cultural and Sports activities:

- Student Welfare Officers (SWOs) and its members are nominated during the Annual Planning Meeting.
- SWO plans the following events to be conducted
- Students' council Elections
- Freshers Day
- Kala: Intra - Collegiate Fest
- Ebullience: Inter- Collegiate Fest
- Graduation Day
- Physical Education Instructor submits the action plan for Intra and Inter Collegiate Sports events to be conducted during the Annual Planning Meeting.

The Management and IQAC evaluates and gives suggestions based on the type of the department and quality of the activities organised during the Annual Evaluation Meeting at the end of the Academic Year.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Link for Additional information	<a href="#">View Document</a>

**1.1.3 Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years**

1. Academic council/BoS of Affiliating university
2. Setting of question papers for UG/PG programs
3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses



**4. Assessment /evaluation process of the affiliating University****Response:** B. Any 3 of the above

<b>File Description</b>	<b>Document</b>
Institutional data in prescribed format	<a href="#">View Document</a>
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View Document</a>
Link for Additional information	<a href="#">View Document</a>

**1.2 Academic Flexibility****1.2.1 Percentage of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented****Response:** 100**1.2.1.1 Number of Programmes in which CBCS / Elective course system implemented.**

Response: 09

<b>File Description</b>	<b>Document</b>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional information	<a href="#">View Document</a>

**1.2.2 Number of Add on /Certificate programs offered during the last five years****Response:** 47**1.2.2.1 How many Add on /Certificate programs are offered within the last 5 years.**

2019-20	2018-19	2017-18	2016-17	2015-16
8	10	10	10	9

File Description	Document
List of Add on /Certificate programs	<a href="#">View Document</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional information	<a href="#">View Document</a>

### 1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years

**Response:** 47.16

#### 1.2.3.1 Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
653	431	485	554	410

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 1.3 Curriculum Enrichment

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

**Response:**

Our Institution translates its Vision “To create a Just society” through various activities. It helps the students to be skillful and sensitive to the issues pertaining to Environment and Sustainability, Gender Equality and Values in personal and Professional Life.

**The Curriculum of the University that connects the students with cross cutting issues**

Sl. No.	Name of the Subject	Programme Name	Semester	Cross cutting issues in the Curriculum	Na Releva U

1	Business Ethics	M.Com, BCOM & BBA	3	Human Values & Professional Ethics	• • • •
2	Public Relations and Corporate Communication	BCOM	3	Human Values & Professional Ethics	• • • •
3	Culture, Diversity and Society	BCOM & BBA	5	Human Values & Gender	• • • • •
4	Value Education	BCOM & BBA	6	Human Values, Environment & Sustainability	• • • • • •
5	Business skill Development Course Community Service	BBA	2	Human Values & Professional Ethics	• • •
6	Personality Development	B.Com, BBA, BA, BCA, BSC	4	Human Values	• • •
7	Indian Constitution and Human Rights.	B.Com, BBA, BA, BCA, BSC	1	Human Values & Professional Ethics, Gender	• •

8	Environment Studies	B.Com, BBA, BA, BCA, BSC	2	Environment & Sustainability	• • • •
9	Science and Society	B.Com, BBA, BA, BCA, BSC	3	Environment & Sustainability	• •

The institution focusing on providing, Humanizing and Liberalizing Education strives to integrate cross cutting issues through clubs and cells that include Extension and Extracurricular Activities,. The college also organizes outreach programs such as visit to villages, Women Empowerment, Computer literacy for government school students. Thus, these programmes sensitize the students and enable them to work towards a progressive society.

Cross Cutting Issues	Name of the Relevance Club/Cell's	Details of Events organized
Human Values & Professional Ethics	NSS	<ul style="list-style-type: none"> <li>Youth for seva Decennial Volunteering Gala</li> <li>National Youth day celebration</li> <li>Blood Donation Camp</li> </ul>
	Counselling Cell	<ul style="list-style-type: none"> <li>FDP, One day Workshop on Work place Int Mental Health.</li> </ul>
	Health Club	<ul style="list-style-type: none"> <li>Health and Hygiene Talk</li> <li>National Pulse Polio Programme -2020</li> <li>“Free Medical Health Check Up Camp” in a with BBMP</li> </ul>
	Outreach Programs: BCA Students	<ul style="list-style-type: none"> <li>Computer literacy Workshop for 4 days to R School students.</li> <li>Computer literacy for 5 days to BBMP Boys students.</li> </ul>
	Dr. B R Ambedkar Cell (SC/ST Cell)	<ul style="list-style-type: none"> <li>Celebration of Ambedkar Jayanthi</li> <li>A 5 days college trip to Ambedkar Dhamma Bhoomi</li> </ul>
Gender	Women Cell	<ul style="list-style-type: none"> <li>Seminar on Women Rights and Women Em</li> <li>International Women’s Day Celebration</li> </ul>
Environment & Sustainability	Eco Club	<ul style="list-style-type: none"> <li>Lalbagh Environment Awareness Drive Visi</li> <li>Rally for Rivers</li> <li>Environment day celebration</li> <li>Walkathon: Clean Bangalore</li> <li>Plastic Awareness</li> </ul>
	NSS	<ul style="list-style-type: none"> <li>NSS Special Camp</li> <li>Campus Cleaning</li> </ul>
	Social Leadership Club	<ul style="list-style-type: none"> <li>Ban on Plastic</li> <li>Fund Collection for Kodagu victims</li> <li>Cleanliness Awareness</li> </ul>
	College Day	<ul style="list-style-type: none"> <li>Theme: Balancing for Better</li> </ul>

File Description	Document
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

Response: 1.52

#### 1.3.2.1 Number of courses that include experiential learning through project work/field work/internship year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
09	09	07	08	08

File Description	Document
Programme / Curriculum/ Syllabus of the courses	<a href="#">View Document</a>
MoU's with relevant organizations for these courses, if any Average percentage of courses that include experiential learning through project work/field work/internship	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year

Response: 9.72

#### 1.3.3.1 Number of students undertaking project work/field work / internships

Response: 99

File Description	Document
List of programmes and number of students undertaking project work/field work/ /internships	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 1.4 Feedback System

**1.4.1 Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2) Teachers 3) Employers 4) Alumni**

**Response:** A. All of the above

File Description	Document
Any additional information (Upload)	<a href="#">View Document</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View Document</a>
URL for stakeholder feedback report	<a href="#">View Document</a>

**1.4.2 Feedback process of the Institution may be classified as follows: Options:**

1. Feedback collected, analysed and action taken and feedback available on website
2. Feedback collected, analysed and action has been taken
3. Feedback collected and analysed
4. Feedback collected
5. Feedback not collected

**Response:** A. Feedback collected, analysed and action taken and feedback available on website

File Description	Document
Upload any additional information	<a href="#">View Document</a>
URL for feedback report	<a href="#">View Document</a>

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1 Average Enrolment percentage (Average of last five years)

**Response:** 62.85

##### 2.1.1.1 Number of students admitted year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
381	359	369	372	402

##### 2.1.1.2 Number of sanctioned seats year wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
650	620	620	560	560

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy ) during the last five years ( exclusive of supernumerary seats)

**Response:** 58.38

##### 2.1.2.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
176	152	128	127	283

File Description	Document
Average percentage of seats filled against seats reserved	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 2.2 Catering to Student Diversity

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

#### Response:

The institution conducts two internal examinations for each of the semester. The marks are evaluated and informed to the students in the class. After the results are obtained from the University, Result analysis is performed by each of the departments. From this the Fast learners and the Slow learners are identified. Classroom participation, articulation ability, and the mock viva-voce are the significant indicators to categorize wards as slow and advanced learners in a class.

#### Strategies for slow learners:

The institution motivates the slow learners through various well planned and organized activities such as:

1. **Parent Teachers Meet:** The sole aim of the meet is to address the academic issues faced by the students to the parent/guardian, so as to encourage the parental involvement in the academic growth of the ward.
2. **Mentor-Mentee:** The Mentors have one on one interaction with their mentees and understand the progress in academic growth, sports, cultural activities, regularity, and active participation in co-curricular and extra-curricular activities. The mentor also counsels on the health as well as stress issues pertaining to interpersonal relationships. This cooperative system provides the initial understanding about the student community and subtle divide between academically bright student and the slow learners.
3. **Counseling:** Counseling is provided to slow learners after a detailed discussion with them by the counselors after finding out the reasons for their low performance in studies.
4. **Remedial classes:** Special and remedial Classes are organized to improve performances of the student, to clarify doubts if any that were not clarified and to motivate the students to perform to the best of their abilities. Teachers assigned to the particular student/students make sure to help the student to solve question papers and guide them through repetitive teaching.
5. **Assignments:** Assignments are given to enhance the subject knowledge in the student, to foster independent thinking and to acquire better writing skills which serves as a bases for their performance in the semester examinations.

#### Strategies for advanced learners:

**1.Student Progression:** Every department takes initiative to assist and encourage the students to obtain university ranks and centum through strategic planning and guidance provided by the faculty. Accordingly, students are chosen from every class and assistance is provided with additional study materials and motivated to solve the maximum number of previous year question papers.

#### 2.Honours

and

#### Accolades:



All the Rank holders and the centum scorers are honored on the college day and the same is published on the website. The second and third toppers for each semester are awarded on the recognition day that motivates the students to perform even better.

**3. Guidance** is provided to do research and present papers in state/national/ seminars.

**4. Think Tank Cell:** The main motto of this cell is to identify the innate credentials and capabilities of students and motivate them to be top level-leaders, and achievers. 100 students are selected from different departments and are provided with training programmes to hone their academic, leadership, inter and intrapersonal skills.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Past link for additional Information	<a href="#">View Document</a>

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

**Response:** 19:1

File Description	Document
Any additional information	<a href="#">View Document</a>

### 2.3 Teaching- Learning Process

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

**Response:**

##### **Experiential Learning**

The students are motivated to learn through developing new skills, knowledge and new ways of thinking. In view of this, various events have been organized by the college.

**1. Educational Trips:** Departmental level educational trips are organized to expand students' social and historical knowledge and to deepen their critical thinking.

**2. Field Visits:** The NSS units, Psychology and Rehabilitation Departments organize field visits to connect them to the realities of people and expose them to various situations of life that help them to change their attitude and become committed persons for service.

**3. Laboratory Experiments:** The experiments conducted in the laboratories of Science department help the students to acquire knowledge on practical applications, develop reasoning ability and understanding

complex concepts in solving them.

#### **4. Industrial Visit:**

- The departments take students to various industries to help them to understand the application of their learning in a class room through the exposure of practical aspects on the functions of the industries.
- Journalism students go for press visits wherein they get the knowledge of book publishing.
- Students are also taken to Television studio where they are exposed to anchoring skills and also presentation skills of news reading.

**5. Paper Presentations:** Students are encouraged to present papers in other colleges.

**6. Internship Programs:** Rehabilitation Science, BCA, BBA and Humanities students undertake internship programs to gain in depth knowledge and application of their subjects.

#### **Participatory Learning**

Participatory learning methods are implemented to foster course outcomes.

**1. Seminars, Conferences & Workshops:** Students are motivated to Present & participate in the Inter Collegiate, National & International Seminars, Conferences & workshops.

**2. Assignments & Seminars:** The students are given assignments to test their writing skills and motivated to present their subject knowledge through seminars that enhances their presentation skills.

**3. Group discussions and debates:** The Journalism Department conducts group discussions and debates to encourage the students to develop oratory and analytical skills on the subjects.

**4. Competitions:** The students are encouraged to participate in inter and Intra collegiate competitions to become competent in diverse fields.

**5. Product Launch:** The Department of Business Administration encourages the students to participate in product launch, which enhances their creativity.

#### **Problem solving methodology**

The students are given ample opportunities to come up with specific plans and strategies to solve problems through minor and major projects.

**1. Mind mapping, unit tests and quizzes:** Problem solving methodology encourages the students to believe in their ability to handle difficult concepts through mind mapping, unit tests and quizzes.

**2. Case Study:** Few departments have case study analysis that provide them an opportunity to have a deeper understanding of the issue and apply their skills to arrive at a solution.

**3. Self-Learning:** The inquisitiveness of the students is being triggered through special assignments. They learn by probing, browsing, searching and exploring new things and concepts on the subjects that promotes

deeper learning.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

### 2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.

#### Response:

The institution is continuously reengineering its academic process so as to make it student centered and student friendly. In order to actualize this process the institution strived to equip it with various ICT tools.

#### LCD Projectors:

- Projectors have been installed in class rooms, computer lab, commerce lab and seminar halls to enable the teachers to give Power Point and audio visual presentations. The students also use this facility to give their presentations on subjects that facilitates learning and presentation skills.

#### E-Content:

- The institute has effectively and efficiently adopted Learning Management System (LMS) to benefit the student community. The faculty members from all the departments have developed e-content for various concepts relating to different subjects which is uploaded in E-content Cabin, a feature available in the college website for students' reference. E-platforms used for this purpose were YouTube, G-Drive, SlideShare, PPT, etc. Through this simple interface, quality content is delivered to students.

#### Library:

- Library is automated with Integrated Library Management System (ILMS).
- Computerized database EasyLib software is installed for issuance and renewal of books. The faculty and students have an access to e-books & e- journals through N-List & its renewal is being done periodically.

#### I-BOSS:

- I-BOSS Education Management System - software is a comprehensive web based solution which is installed to regularly upload and update institutional data.
- There is a regular entry of Mid-semester and End-semester marks, Attendance of the students, assignment marks that helps to generate the internal assessment Marks to be submitted to the university.
- It also contains the profile of the faculty members and details of the students, programme wise.

**ICT infrastructure in campus:**

- The institution has three computer labs exclusively for BCA, B.Com and PG and all the three labs have internet connections. Internet system has been upgraded by installing fiber net facility under ACT and BSNL.
- The institute has installed Wi-Fi routers in campus to facilitate teachers to conduct classes via digital platform. In addition to this the management has also purchased an online platform from CISCO WebEx that facilitates conducting various webinars and online conferences for the benefit of teachers and students.

**Conferences, Seminar & Webinar:**

- Audio Visual Halls with projectors and speakers are available for conferences and seminars.
- An International conference was conducted through Skype with high resolution Cameras. Important programmes are recorded through digital video camera.
- National and International online conferences & webinars are conducted by various departments of the institution which is live streamed in the institute's official YouTube channel.

**Add-On Program:**

- The students of all the courses are given latest digital oriented add on programs to make them industry ready.

**Digital enhancement workshops for teachers:**

- FDP on SPSS programme was conducted to teaching staff, to sharpen their research capabilities.
- Department of BCA conducted a workshop to the faculty members for preparing question papers using Google Forms for online examination.
- Department of Library & Information Centre conducted a workshop to the faculty for accessing E-Library facilities.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View Document</a>

**2.3.3 Ratio of students to mentor for academic and other related issues (Data for the latest completed academic year )****Response:** 21:1**2.3.3.1 Number of mentors****Response:** 49

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	<a href="#">View Document</a>
mentor/mentee ratio	<a href="#">View Document</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View Document</a>

## 2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years	
<b>Response:</b> 100	
File Description	Document
Year wise full time teachers and sanctioned posts for 5years(Data Template)	<a href="#">View Document</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)				
<b>Response:</b> 5.49				
2.4.2.1 Number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. year wise during the last five years				
2019-20	2018-19	2017-18	2016-17	2015-16
03	03	03	02	03

File Description	Document
List of number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. and number of full time teachers for 5 years (Data Template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

2.4.3 Average teaching experience of full time teachers in the same institution (Data for the latest
--

completed academic year in number of years)

**Response:** 6.02

#### 2.4.3.1 Total experience of full-time teachers

Response: 325

File Description	Document
List of Teachers including their PAN, designation, dept and experience details(Data Template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 2.5 Evaluation Process and Reforms

### 2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode

**Response:**

1. Internal Examination committee conducts centralized examination twice in a semester. The Internal Examination committee is formed by the Principal which has members from various departments.
2. As per the University Calendar of events, the Principal prepares the Academic calendar of events at the beginning of the year. A Faculty Meeting is conducted, wherein the Academic calendar is presented by the Principal. All the important events are discussed in the meeting and the coordinator of the events are also decided upon. The institution has two distinct coordinators for the internal and the external examinations. The principal approves the members for each of the committee.
3. The Internal Examination Committee members under the guidance of the Principal plan the internal exams for each of the semester. The Time Table is prepared by the committee and put up in the notice board. The faculty members are required to send the question papers within a particular time, department wise to the committee. The teachers are required to set the question papers based on university pattern.
4. The HOD consults the members of the Department and decides upon the portions to be completed for the examination. It is made sure all the faculty members adhere to the completion of the portions well ahead.
5. The subject teachers take the responsibility of conveying the same to the students. The students are given ample time to prepare well for the exams.
6. After the examination the answer scripts are evaluated by the teachers and are distributed to the students during the class hours. The students observe their performance and seek clarity from the Lecturers if needed
7. The Students are informed about the format of the internal assessment which is the culmination of internal examinations, practicals, assignments and attendance and a briefing of the same is done to the students during the Orientation program. Two Internal exams (Mid semester exam and End semester exams) are conducted before the Final University examinations. The examinations are conducted for 40marks. The final internal assessment marks are calculated on the basis of students' performance in both the exams for 20 marks, their assignments submission for 5 marks

and attendance for 5 marks. The marks are recorded and updated in the internal software system – I Boss Education Management System. A copy of the internal assessment marks is submitted to the office and the office in turn uploads the same in the University portal with in the stipulated time.

8. The students view the marks and the attendance posted in the I-Boss EMS. The students are informed about percentage of attendance required to take up the University Examination, the department displays the attendance on the notice board.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

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

#### Response:

#### Mechanism:

Internal Examination is highly transparent. At college level, a centralized Internal Examination committee is constituted which will take care of the conduct of Internal Examinations. The college follows strictly the guidelines and rules issued by the university while conducting Internal Examinations.

- Two Internal Assessment tests are given during each semester (Mid and End semester)
- The students are informed about the examination dates much earlier to allow them to prepare well for the examination which forms the basis for the award of Internal Assessment Marks.
- At the time of the induction program the HODs inform the students the process of the calculation of internal assessment marks which is as follows:

Of the 30 marks of Internal Assessment, average of two internal examination (Mid and End semester) is calculated for 20marks, and Assignment for 5 marks and Attendance for 5 marks. The marks based on Attendance shall be awarded as given below:

- 75% to 80% - 02 marks
- 81% to 85% -03 marks
- 86% to 90%- 04 marks
- 91% to 100%- 05marks

#### Grievances:

- Each subject teacher and HOD takes up the responsibility to redress any grievances related to internal exam queries.
- In case students who are absent for the internal exam due to sickness/hospitalization or any emergency situations, anyone of the following methods are used. Conduct of re-exam, home assignments, presentations or oral tests, whichever is considered fit for the student.



- The grievances regarding the award of marks are sorted out by the subject teacher.
- Papers are distributed in class hours. Student's doubts over the marks given are classified, and the students are informed about the proper way of presentation of answers.
- In case there is a mistake in the totalling of marks the students are allowed to bring the answer scripts to the faculty members for retotalling or re-assessment as applicable.
- The finalized marks are entered in the I boss EMS (Education Management System) and the students can view the marks which enhances the transparency.
- The internal assessment marks for 30 to be sent to the University are calculated and checked in and through EMS.
- During Covid -19 pandemic MCQ based online examination was conducted by the respective departments.
- When the University publishes the results the students compare the calculated internal assessment marks with the university results and if there is any variation such an issue is addressed to the principal who takes it to the University for resolving.
- Any grievances related to University semester exams are addressed, to the Principal who takes steps in communicating to the university in setting right the discrepancies.
- If the student scores less marks than expected, can apply for revaluation of answer script, after paying the prescribed fee.
- In order to maintain transparency, students can apply for photo copy of their answer scripts and they may decide on re-valuation/retotaling.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

## 2.6 Student Performance and Learning Outcomes

**2.6.1 Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.**

### **Response:**

Institution has a well-planned strategy to communicate the programs and course outcomes to the faculty and students.

### **Communicating the Programme Outcome to Faculty and students**

- The institution undertakes widespread publicity using media and other means.
- It includes printing advertisement brochures; newspaper inserts and prospectus that states Programme details offered by the institution.
- The institution has a well-designed website and handbook that gives an overview of the Programmes.
- The digital display board in front of the college shows an array of Programmes offered at the institution.



### Communication to the Faculty

- The Faculty come to an awareness about programme and course outcome through University website.
- The University conducts a workshop whenever there is a change in syllabus. The concerned subject teachers ensure their participation in the Workshop without fail.
- Micro Teaching helps the new faculty to present their existing knowledge about the programme and the course for observation by the senior Faculty. The senior faculty suggest their opinion on the methodology and presentation skills to be adopted by the new Faculty in teaching.
- The Heads of the Departments discuss about various opportunities available to the students after the completion of the programme with subject teachers during the departmental meeting.
- Lesson Plan is prepared by the teachers, taking into account the number of hours to be allotted to each unit. The teacher is completely aware of the requirement of the subject.
- The college conducts various value-added programmes, seminars, workshops, conferences and industrial visits to make the curriculum more effective
- The new programmes to be offered and course outcomes are discussed at the annual planning meeting

### Communication to the students

- The admission committee informs the students and parents about the Programmes outline and other activities at the time of admission through counselling.
- The Programme and course outcome is displayed at the reception and at the gate for the students to know about them
- Orientation programme is conducted at the beginning of every Academic year. After the introductory speech by the Secretary and Principal, stating the facilities available at the college the students are divided programme wise and sent to different venues. The Heads of the departments address the students explaining the scope of the programme. The students are also informed about the marks allotment for each section of the course and the details of how the students are awarded the internal marks.
- The subject teacher in the first hour of the class explains in detail the different aspects of the subject that would be covered in the course. Further the importance of that particular subject in relation to the job opportunities and higher studies are also discussed in the class. There is a detailed discussion of the syllabus that is given by the university.
- The Parent Teacher Meeting enables the faculty members to interact with the parents and the students and paves way for the discussion of course outcomes.
- During the Alumni Meet, the final year students interact with their seniors and understand the importance of a particular programme.

File Description	Document
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>
Past link for Additional information	<a href="#">View Document</a>

## 2.6.2 Attainment of programme outcomes and course outcomes are evaluated by the institution.

### Response:

The Institution is committed to providing value-based education as a reflection of the vision of the college. The Institution follows a well - defined direct method of computing the course outcomes using the assessment instruments and indirect method of computing through Teachers Feedback, Student Feedback, Alumni Feedback, and Recruiter Feedback.

### Direct Evaluation

- Teachers give class tests, projects and assignments to measure the students' ability that ensures their academic potential and help them to do well in their final examinations.
- The regular internal examinations held twice in a semester give them an opportunity to know the outcome of the course immediately.
- Result is analyzed by each department as soon as the results are published by the University and conveyed to the students which explicitly exhibits the course outcomes.
- The departments display the names of the students who secure 100% on the notice board and website with a congratulatory note.
- The Rank holders of the University feature in the college website.
- "Students Speak" is another feature at the St. Anne's College website in which the students opine the outcome of their study.
- The students of M.Com regularly undertake the project work as a part of their curriculum.
- Internships are carried out by the students of BA, BCA, BBA, and B.Sc Rehabilitation Science.
- Quite a number of students of the college have taken up to teaching in our own college in different departments.
- The course outcome is being evaluated at the time of requirement drive.
- The students are given ample opportunities to exhibit their knowledge in presenting papers and submitting assignments.

### Indirect Evaluation

Feedback from different stake holders is taken as an indicator for the attainment of programme outcomes and course outcomes.

### The tools for indirect evaluation are:

- **Teachers Feedback:** The teachers provide their assessment on the curriculum, its delivery, expectations of the students and the outcome through a feedback process.
- **Student Feedback System:** Students provide feedback at the end of the year in the given format. It becomes a widely used method to evaluate and improve teaching effectiveness and enhance learning and improve assessment performance. Based on the feedback provide by the students Principal offers suggestions to teachers to reinforce working standards and provide corrective information for improving administrative, instructional, class management, and soft skill competencies. This helps in professionalizing the teaching of lecturers in higher education.
- **Alumni Feedback System:** Alumni feedback offers important perspectives for evaluating academic programs and student services.

- **Recruiter Feedback:** This is an important indicator of evaluation which is taken during the interview session in campus placements, through which candidate deserves to know how they performed in the interview.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for Additional information	<a href="#">View Document</a>

### 2.6.3 Average pass percentage of Students during last five years

**Response:** 84.74

#### 2.6.3.1 Number of final year students who passed the university examination year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
252	318	298	325	292

#### 2.6.3.2 Number of final year students who appeared for the university examination year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
328	365	375	354	330

File Description	Document
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>
Paste link for the annual report	<a href="#">View Document</a>

## 2.7 Student Satisfaction Survey

### 2.7.1 Online student satisfaction survey regarding teaching learning process

**Response:** 3.47

<b>File Description</b>	<b>Document</b>
Upload database of all currently enrolled students (Data Template)	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>

NAAC

## Criterion 3 - Research, Innovations and Extension

### 3.1 Resource Mobilization for Research

**3.1.1 Grants received from Government and non-governmental agencies for research projects, endowments, Chairs in the institution during the last five years (INR in Lakhs)**

**Response:** 0.2

**3.1.1.1 Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)**

2019-20	2018-19	2017-18	2016-17	2015-16
0.2	00	00	00	00

**File Description**

**Document**

List of endowments / projects with details of grants

[View Document](#)

e-copies of the grant award letters for sponsored research projects / endowments

[View Document](#)

**3.1.2 Percentage of teachers recognized as research guides (latest completed academic year)**

**Response:** 0

**3.1.2.1 Number of teachers recognized as research guides**

**File Description**

**Document**

Institutional data in prescribed format

[View Document](#)

**3.1.3 Percentage of departments having Research projects funded by government and non government agencies during the last five years**

**Response:** 2.7

**3.1.3.1 Number of departments having Research projects funded by government and non-government agencies during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
1	0	0	0	0

**3.1.3.2 Number of departments offering academic programmes**

2019-20	2018-19	2017-18	2016-17	2015-16
09	08	08	06	06

<b>File Description</b>	<b>Document</b>
Supporting document from Funding Agency	<a href="#">View Document</a>
List of research projects and funding details	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**3.2 Innovation Ecosystem****3.2.1 Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge****Response:****ECO SYSTEM FOR INNOVATION****Think Tank Cell:**

The cell aims to provide a platform for students to gain first-hand experience in solving problems and harness initiatives that enable them to assimilate their learning into practical application through innovation.

**Research Forum:**

Research forum strives to nurture and attain research excellence in providing a platform in the college for various research endeavors.

**Social Leadership Club:**

Aims at cultivating leadership qualities among the students by exposing them and allowing them to respond to social issues through writing articles, participating in debates on social themes and legal issues of women and children.

**Centre for Excellence:**

To Develop and improvise creative presentation methodologies and create content that can have a deeper impact on teachers and students.

**Mother Gnanamma Fund:**

The Mother Gnanamma Fund initiative has been conceptualized to provide financial support to students in order to fulfill their dreams of completing their education.

**ED Cell:**

The ED cell provides tailoring classes to the students in nurturing them to be Entrepreneurs.

**College Website:**

College website is Developed and Maintained by Webmasters (faculty) team of the college.

**Rehabilitation Science Course:**

This is a unique course offered only by our college in the state of Karnataka and the course was designed by the Institution.

**Placement Cell:**

Placement cell focuses on enriching students and developing skills required by the industry.

**Mobile App:**

Students of BCA have developed a Mobile app that connects the teachers with students.

**TRANSFER OF KNOWLEDGE**

**Guest lecture and workshop:**

All the Departments organize guest lectures inviting subject experts from different fields and

Our faculty are invited as Guest speakers

**Conference & Seminar:**

National and International Conferences are organized every year by IQAC, Center for Excellence and by the Departments.

**Exhibition:**

The departments conducted exhibitions displaying creative models which were exhibited to school children and parents.

**Micro Teaching:**

Micro teaching enables faculty members to improve their teaching skills and share their innovative teaching methods among the staff members.

**Reader leader club:**

It is an Initiative to inspire students to explore the Magical world of books.

**Advanced learner's program:**

This program mainly focuses on identifying the students with high capability and coach them in order to support them to score Centum marks and university Ranks.

**E-resources:**

Faculty shared their E-Content on college website and social media. INFLIBNET also helps the Scholars and the students to access E-Resources.

**Value added program:**

Industry experts conduct certification courses to the students to train them according to current requirements of the Industry.

**Amalgam:**

The PUC students are invited and the orientation programme is given with a view to promote admission. Students are highlighted with the courses, infrastructure and the facilities available in the college.

**Government school teaching program:**

The Students from BCA department conduct training classes on Computer basics to the Government school students.

**Blue Boards:**

Blue boards are installed in the campus to inculcate basic etiquettes and values among the students.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

**3.2.2 Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the last five years**

**Response:** 9

**3.2.2.1 Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year-wise during last five years**



2019-20	2018-19	2017-18	2016-17	2015-16
4	0	3	2	0

File Description	Document
Report of the event	<a href="#">View Document</a>
List of workshops/seminars during last 5 years	<a href="#">View Document</a>

### 3.3 Research Publications and Awards

#### 3.3.1 Number of Ph.Ds registered per eligible teacher during the last five years

**Response:** 0

##### 3.3.1.1 How many Ph.Ds registered per eligible teacher within last five years

##### 3.3.1.2 Number of teachers recognized as guides during the last five years

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	<a href="#">View Document</a>

#### 3.3.2 Number of research papers per teachers in the Journals notified on UGC website during the last five years

**Response:** 0.53

##### 3.3.2.1 Number of research papers in the Journals notified on UGC website during the last five years.

2019-20	2018-19	2017-18	2016-17	2015-16
19	07	01	0	0

File Description	Document
List of research papers by title, author, department, name and year of publication	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 3.3.3 Number of books and chapters in edited volumes/books published and papers published in

**national/ international conference proceedings per teacher during last five years****Response:** 1.02**3.3.3.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
08	07	16	15	06

File Description	Document
List books and chapters edited volumes/ books published	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**3.4 Extension Activities****3.4.1 Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.****Response:**

“The shortest distance to leadership is service” translating this quote into action is the prime concern of our institution.

Activities in the Neighborhood	Impact of the Activities
<b>Swachh Bharat Abhiyan:</b> <ul style="list-style-type: none"> <li>• Students participated in cleaning Lalbagh, which is a pride of Bangalore</li> <li>• Cleaned the Campus several Times</li> <li>• Cleaned Neighborhood</li> </ul>	A sense of cleanliness and a sense of belonging to neighborhood is induced.
<b>A Pulse Polio Campaign:</b> Students went door to door to immunize children in the neighborhood along with the local health workers.	Students come to an awareness on the importance of immunization and their responsibility to convince local people to immunize their children.
<b>Services to the community by NSS students:</b> The Students stay for 7 days in a village every year and experience the plights of people and the children in rural areas through their involvement and services by cleaning and creating awareness.	They are exposed to simple and harmonious life. It inculcated a broader understanding of minimalism in life.

Blood donation camps.	Students learnt their responsibility of saving lives through sharing.
Initiative to prohibit sale of cigarettes in and around the college campus	Students gained an insight on the ill effects of cigarettes and their duties towards preventing the consumption.
Students were asked to identify one issue in their community and calls were made to helpline numbers of BBMP and BESCOM to rectify the issues.	Civic sense is created among the Students to take further in their real community context.
Rallies were organized for different causes like: <ul style="list-style-type: none"> <li>• Mental Health</li> <li>• Suicide Prevention</li> <li>• Save Water</li> </ul>	Students understood the importance of life and being responsible through these rallies.
Save the Girl Child	
<b>Social Issues Sensitization</b>	<b>Impact of the Activities</b>
<ul style="list-style-type: none"> <li>• A Programme was organized to bring awareness on suicide prevention among the students</li> <li>• Students went on a Rally to enlighten the neighborhood</li> </ul>	Students developed respect for life and understood the consequences of suicide on their family and society.
<b>Raising Flood Relief fund:</b>	Students along with the Faculty and Management visited Flood Hit areas and provided basic amenities with funds.
Students went across Bangalore to raise funds to support the flood hit Districts in Karnataka.	
Legal rights of women	Support Staff learnt about their Legal rights from an expert.
Sexual awareness	A workshop by a Gynecologist enlightened the students on Sexual awareness.
Gender sensitization	Awareness on Good touch & Bad touch and several sensitive issues and queries were solved in a workshop.
<b>Mother Gnanamma Fund:</b>	Economically weaker students' fees was paid through fund
<ul style="list-style-type: none"> <li>• Students contribute one rupee a day</li> <li>• Faculty also contribute Rs.500/- annually</li> </ul>	
<ul style="list-style-type: none"> <li>• Menstrual awareness</li> </ul>	Students realized the importance of menstrual hygiene.
<ul style="list-style-type: none"> <li>• Breast cancer awareness by a Doctor.</li> </ul>	The Programme helped the students to identify the symptoms and the risks attached.
<b>Mid-Day Meals:</b>	Students learnt the importance of sharing and the gratitude of benefactors which is an act of sacrifice. It is an honor to them not to waste food.
<ul style="list-style-type: none"> <li>• Economically Backward students were provided with nutritious lunch prepared in the campus.</li> </ul>	

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

### 3.4.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

**Response: 5**

#### 3.4.2.1 Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.

2019-20	2018-19	2017-18	2016-17	2015-16
1	1	1	1	1

File Description	Document
Number of awards for extension activities in last 5 year	<a href="#">View Document</a>
e-copy of the award letters	<a href="#">View Document</a>

### 3.4.3 Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., during the last five years ( including Government initiated programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. and those organised in collaboration with industry, community and NGOs)

**Response: 74**

#### 3.4.3.1 Number of extension and outreach Programmes conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
19	16	12	10	17

File Description	Document
Reports of the event organized	<a href="#">View Document</a>
Number of extension and outreach Programmes conducted with industry, community etc for the last five years	<a href="#">View Document</a>

### 3.4.4 Average percentage of students participating in extension activities at 3.4.3. above during last five years

**Response:** 73.41

#### 3.4.4.1 Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
830	951	382	1080	714

File Description	Document
Report of the event	<a href="#">View Document</a>
Average percentage of students participating in extension activities with Govt or NGO etc	<a href="#">View Document</a>

## 3.5 Collaboration

### 3.5.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship per year

**Response:** 198

#### 3.5.1.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
46	71	33	31	17

<b>File Description</b>	<b>Document</b>
e-copies of related Document	<a href="#">View Document</a>
Details of Collaborative activities with institutions/industries for research, Faculty exchange, Student exchange/ internship	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### **3.5.2 Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the last five years**

**Response: 25**

#### **3.5.2.1 Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
4	6	5	5	5

<b>File Description</b>	<b>Document</b>
e-Copies of the MoUs with institution/ industry/corporate houses	<a href="#">View Document</a>
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	<a href="#">View Document</a>

## Criterion 4 - Infrastructure and Learning Resources

### 4.1 Physical Facilities

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

**Response:**

- St.Anne's Degree College for Women affiliated to Bangalore University was established in the year 2005. After the trifurcation in 2018 the College is being affiliated to Bengaluru Central University.
- We have 31 ventilated and well-equipped class rooms, 2 libraries (UG-computerized library and PG) with an access to online resources, 2 computer labs, 1 language lab, 1 Optics Lab, 1 Electronics Lab, 1 Commerce Lab, 1 Rehabilitation Science Lab, 1 Auditorium, 1 Audio-Visual Hall, 1 Girls common Room, 1 health centre, 1 Research centre, 1 prayer room and indoor & outdoor recreational facilities to ensure productive campus life and provide a perfect ambience for academic pursuits.
- The four blocks of the college are well-connected with skywalk facility. The elevator & ramp facility helps the physically handicapped to reach the other floors easily. The institution possesses a good, hygienic and accessible canteen.
- Information plays a vital role in enhancing the knowledge. The institution has an impressive reference and lending library with a collection of around 11,704 UG books, 930 PG books, 495 gifted books, 514 SC/ST books, 22 National Journals, 05 International Journals, 15 Magazines, 15 Newspapers, CDs and video cassettes. The library has access to a number of e-journals and e-books through NLIST/INFLIBNET e-consortium. It has interlibrary loan facility through British Council Library, Bangalore.
- Commerce department is provided with three E-classrooms equipped with LCD Projector and Wi-Fi connectivity and other departments are provided with one E-classroom each equipped with LCD Projector and Wi-Fi connectivity.
- The institution has erected a 1000 Litres Reverse Osmosis (RO+) Drinking Water Plant to provide the students with clean and hygienic water in the campus. Purified water facility is also available in PG block and Board Room.
- A Room is provided to conduct tailoring classes and craft.
- The institution has a small health room with a Cot and bed along with First Aid Kit to help the students in their need. Doctors are invited to address the students and for health check-up.
- Institution has an Auditorium and AV Hall to conduct conferences, seminars and workshops, cultural events for students and faculty members. The Auditorium has 600 seating capacity and AV Hall has 250 seating capacity. They are equipped with LCD Projectors, sound system, computer system with Wi-Fi Connectivity.
- Institution has transport facilities like college bus, car and auto to cater to the needs of students and staff in times of need.
- UPS Connection for the regulation of electricity and voltage in Admin Block, Auditorium Block, PG Block, Computer lab and Library. UPS battery capacity is of 59.5 KV. Out of which admin block 7.5 KV, Auditorium block 15KV, new PG block 15 KV, Library 7 KV and Computer lab 15 KV UPS capacity.
- The institution has 2 BSNL with the speed 100+100 MBPS and 1 ACT with 400 MBPS Broad band Internet Connections and Wi-Fi facility.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

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

##### Response:

The Institution, with its compulsory Core Courses and continuous evaluation scheme also integrates sports and extra-curricular activities as an essential component. This is done not only for the participation but also for assessment of students. The empowerment of young girls is encouraged by the college not only in terms of academics but also in cultural and extra-curricular activity which can promote holistic development of the students.

##### Cultural Facilities

- The college has facilities exclusively like auditorium which has 600 seating capacity and AV Hall which has 250 seating capacity to conduct fest, cultural activities and events to enhance the hidden talent of the students.
- The college has a spacious quadrangle in the new block where offstage events are conducted.
- In administrative block the college has a spacious hall in the basement and girl's common room where students practice for the cultural activities.

##### Sports Facilities

- Sports play an important role in the development of integrated personality of the youth. It helps the students to foster health, spirit of friendly competition, achievement, national pride and patriotism. With a view to realize and fulfil this great task, college has been organizing Inter Collegiate Tournaments. The participation in college athletics in supports and creates a spirit of healthy competition that helps students to improve their educational and professional competence.
- We have a spacious quadrangle and well-equipped Sports room, where students can play indoor games like chess, caroms and shuttle cock.
- The outdoor games such as volleyball and throw ball are practiced in the court.
- The college has basketball court in the campus.
- The college has obtained an MOU letter from concerned authority to make use of the Lourdes Ground to conduct Annual Sports meet every year.
- Ample space is provided to conduct intercollegiate tournaments and Inter Departments Sports competitions & our staff sports competition events are conducted every year.
- In order to send students for National and International tournaments our college started coaching for throw ball and basketball in the morning and evening.
- Yoga sessions are conducted for the students and faculty.



Sl.No	Facility	Year of Establishment	Size	User Ra
01	Auditorium	2007	4800 Sqft	100%
02	AV Hall	2017	2640 Sqft	100%
03	Quadrangle	2017	3300 Sqft	100%
05	Shuttle-Badminton Court	2017	44 x 20m	85%
06	Volley ball Court	2017	1.85 x 30m	85%
07	Throw ball Court	2017	1.85 x 30m	85%
08	Basketball Court	2005	5000 Sqft	85%

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

#### 4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)

**Response:** 100

##### 4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 33

File Description	Document
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

#### 4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)

**Response:** 50.23**4.1.4.1 Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)**

2019-20	2018-19	2017-18	2016-17	2015-16
132.52	147.66	95.33	141.81	55.40

File Description	Document
Upload Details of budget allocation, excluding salary during the last five years (Data Template)	<a href="#">View Document</a>
Upload audited utilization statements	<a href="#">View Document</a>

**4.2 Library as a Learning Resource****4.2.1 Library is automated using Integrated Library Management System (ILMS)****Response:****Yes**

St. Anne's Library was established in the year 2005. It is a computerized library developed by **Easylib software version 4.2.2** with a **barcode system** for 11,704 UG books, 930 PG books, 495 gifted books and 514 SC/ST books. The library subscribes to 22 National Journals, 05 International Journals, 15 Magazines, 15 Newspapers, CDs and video cassettes. The library has an access to e-journals and e-books through NLIST/INFLIBBET e-consortium. It has interlibrary loan facility through British Council Library, Bangalore.

Sl.No	Year	Name of ILMS software	Nature of automation (fully or partially)	Version
01	2019	Easylib software	Partially	4.4.2
02	2018	Easylib software	Partially	4.4.2
03	2017	Easylib software	Partially	4.4.2
04	2016	Easylib software	Partially	4.4.2
05	2015	Easylib software	Partially	4.4.2

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for Additional Information	<a href="#">View Document</a>

#### 4.2.2 The institution has subscription for the following e-resources

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases
- 6.Remote access to e-resources

**Response:** C. Any 2 of the above

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership , Remote access to library resources, Web interface etc (Data Template)	<a href="#">View Document</a>

#### 4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

**Response:** 2.56

##### 4.2.3.1 Annual expenditure of purchase of books/e-books and subscription to journals/e- journals year wise during last five years (INR in Lakhs)

2019-20	2018-19	2017-18	2016-17	2015-16
1.8368	2.03854	3.77011	1.56984	3.60157

File Description	Document
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the last five years (Data Template)	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 4.2.4 Percentage per day usage of library by teachers and students ( foot falls and login data for online access) during the last completed academic year

**Response:** 1.77

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

Response: 19

File Description	Document
Details of library usage by teachers and students	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 4.3 IT Infrastructure

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

**Response:**

The college has adequate IT Facilities which includes a total of 190 computers out of which students have access to 160 computers and 30 computers are for the usage of staff.

- The Wi-Fi was updated to BSNL fibre cable in the year 2017 for availing smooth, steady and fast connectivity in the College premises. Current BSNL tariff plan is 55 GB CUL- Bharat fiber and ACT plan is ACT Incredible 12M+25GB+2M\_FT which is a yearly plan.
- The available bandwidth of internet connection in the Institution is 600 MBPS. There is one ACT and two BSNL lines .BSNL speed is 100+100 MBPS and ACT has 400 MBPS speed.
- The passwords on the respective modems for Wi-Fi are made available to the staff and students at required times. In addition the staff room has a separate Wi-Fi with router and there is password which is made available only to the staff. The class rooms have LCD Projector with a screen and a Wi-Fi connection for internet access during lectures.
- There are 2 computer laboratory administrators for the maintenance of the IT Facilities.
- 20 computers were bought in the year 2015 with the introduction of a new lab for Bsc students.
- Iboss was introduced to facilitate the education management system work in the year 2015. Iboss is an education management system which is used by all the staff to manage their students' academic progression. This can be accessed by students' to view their progress.
- 5 Laptops and 3 pen drives were bought in the year 2016 for use by teachers to enable smooth

conduct of ICT classes. Lecturers can use them for conducting ICT enabled classes.

- Biometric was updated in the year 2017 with iris recognition feature to enable automatic punching of all teaching and non-teaching staff. Prior to that we were having fingerprint biometric scanner.
- 5 projectors, 5 projector stands and 5 projector screens were bought in the year 2017 to facilitate ICT enabled teaching.
- College had bought 3 new assembled systems to facilitate research work by faculties in the year 2018.
- Antivirus is constantly bought since the year 2018 till date so as to keep systems secured.
- 5 CCTV cameras were bought and installed near the main entrance of the institution in the year 2019. Earlier we were having cameras installed in general staff room, principal room, office, secretary room.
- 2 digital display boards were placed at the college reception and quadrangle to showcase the activities of our college in the year 2019.
- 30 new systems (Intel I5, 1TB, 8GB, HP 19.5") in BCA lab were sponsored by TBT (Tech Brain Tree) replacing the old systems. 20 Old systems are moved from BCA lab to one more new lab for Commerce in the year 2020.
- 8 Wi-Fi routers and Cisco Webex Meeting Annual Subscription and user license was enabled in the year 2020 for online classes by all the faculty due to COVID. One web camera was purchased for live streaming of online programmes in the same year.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

#### 4.3.2 Student - Computer ratio (Data for the latest completed academic year)

**Response:** 6:1

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Student – computer ratio	<a href="#">View Document</a>

#### 4.3.3 Bandwidth of internet connection in the Institution

**Response:** A. 250 MBPS

File Description	Document
Upload any additional Information	<a href="#">View Document</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View Document</a>

#### 4.4 Maintenance of Campus Infrastructure

**4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)**

**Response:** 9.21

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

2019-20	2018-19	2017-18	2016-17	2015-16
14.69	43.14	15.05	9.70	26.69

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</a>

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

**Response:**

**Physical Maintenance:**

The Institution has a system to have annual maintenance contract for infrastructural facilities. Civil contractor, telecommunication contractor and elevator maintenance contractor assist the college by overseeing the buildings, telephone connections and the function of the elevator on call and periodical visits. AMC (Annual Maintenance Contract) facility is availed through MOU's.

**Maintenance Committee:**

- The Institution has a committee to monitor the needs and necessities of Physical Infrastructure, repair and renovation works to be undertaken.
- There is a procedure to accomplish the tasks related to maintenance.
- Budget is prepared before the beginning of the financial year for: Construction, Maintenance of the Building, elevator, electrical works, UPS, Equipment, Computers along with other necessary gadgets and furniture.
- The budget is sent every year to the FAC (Financial Advisory Committee) of the society for its approval.

**Procedure:**

- A Senior Staff who is the coordinator of maintenance committee is in charge of collecting the details of the repair works to be undertaken in the class rooms, laboratories and in the campus.
- Maintenance Register is placed to be monitored and necessary action to be taken.
- Class Teachers furnish the details of required physical maintenance to the coordinator for further action.
- The coordinator brings it to the notice of the secretary and administrator through the principal.
- The secretary and administrator apply for permission to undertake the major works and get approval from FAC.

#### **Classrooms Maintenance:**

- The secretary prepares a list of the support staff and assigns the duties stating the room numbers for the purpose of cleaning.
- Support staff cleans the classrooms, staff rooms, toilets, office, library, laboratories, college compound and parking area and involve in maintaining the garden.
- They are informed on the regulations to be adhered in the campus for upkeep and timely cleaning at the time of their appointment.
- The Institution has AMC, renewed regularly.

#### **Library:**

- The Library Advisory Committee is headed by the Principal. There is a librarian (Coordinator) with an Assistant to help students and teaching faculty in searching and lending books in the library.
- 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. Separate collection of Reference Books, Bound volumes of journals, Technical Reports and Compact Discs are maintained with barcodes.
- The library has OPAC (Online Public Access Catalogue), wherein the users can search the Library Online Catalogue by Authors name, title, subject, and keywords available on the software.
- At the time of admission, students are issued library cards which will be valid till their final semester.
- Registers are maintained both for students and Staff for entry exit.
- The issue and return of the books is done with the help of the software.
- The library has 8 desktops with internet facility for browsing • The Librarian maintains Library inventory by upgrading and renewing the software and membership in the British Library regularly.
- Specific rules are framed exclusively for Library utilization which is mentioned in the Academic Calendar.
- The Librarian prepares and submits reports to the Secretary and Principal.
- Best Library user award is instituted.

#### **Laboratory:**

There are totally 10 labs in the College and each lab facilities/equipment's are monitored and maintained by respective departments.

#### **Computer lab:**

- The College Web Team and System Administrator take care of the maintenance of computers and

the network facilities in the College.

- The System Administrator monitor, updates, maintains records pertaining to the systems.
- Procures hardware and software and other items related to computers with an approval from Secretary and Principal.
- He installs necessary Software as per the requirement of the computer science department.
- The Web Team creates, updates and manages the College website.

### Sports:

- College has appointed a Physical Education Instructor to train the students in 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 and for 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 secretary and Principal.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>



## Criterion 5 - Student Support and Progression

### 5.1 Student Support

#### 5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

**Response:** 7.99

##### 5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
219	92	59	19	30

#### File Description

#### Document

upload self attested letter with the list of students sanctioned scholarship

[View Document](#)

Upload any additional information Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years (Data Template)

[View Document](#)

#### 5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

**Response:** 5.6

##### 5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution / non- government agencies year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
126	18	42	55	57

#### File Description

#### Document

Upload any additional information

[View Document](#)

Number of students benefited by scholarships and freeships institution / non- government agencies in last 5 years (Date Template)

[View Document](#)

**5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following**

1. Soft skills
2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)
4. ICT/computing skills

**Response:** A. All of the above

File Description	Document
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link to Institutional website	<a href="#">View Document</a>

**5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years**

**Response:** 70.7

**5.1.4.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
555	905	751	952	663

File Description	Document
Number of students benefitted by guidance for competitive examinations and career counselling during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases**

1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

**Response:** A. All of the above

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View Document</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View Document</a>

## 5.2 Student Progression

### 5.2.1 Average percentage of placement of outgoing students during the last five years

**Response:** 38.01

#### 5.2.1.1 Number of outgoing students placed year - wise during the last five years.

2019-20	2018-19	2017-18	2016-17	2015-16
87	200	232	98	65

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Self attested list of students placed	<a href="#">View Document</a>
Details of student placement during the last five years (Data Template)	<a href="#">View Document</a>

### 5.2.2 Average percentage of students progressing to higher education during the last five years

**Response:** 42.25

#### 5.2.2.1 Number of outgoing student progression to higher education during last five years

**Response:** 139

File Description	Document
Upload supporting data for student/alumni	<a href="#">View Document</a>
Details of student progression to higher education (Data Template)	<a href="#">View Document</a>

### 5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: IIT-JAM/CLAT/ NET/SLET/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations, etc.)

**Response:** 60

#### 5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: IIT/JAM/ NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations, etc.)) year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
02	01	02	00	01

#### 5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
03	03	02	00	01

File Description	Document
Upload supporting data for the same	<a href="#">View Document</a>
Number of students qualifying in state/ national/ international level examinations during the last five years (Data Template)	<a href="#">View Document</a>

## 5.3 Student Participation and Activities

### 5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.

**Response:** 9

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

2019-20	2018-19	2017-18	2016-17	2015-16
05	01	01	02	00

<b>File Description</b>	<b>Document</b>
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national/international level during the last five year	<a href="#">View Document</a>
e-copies of award letters and certificates	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

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

**Response:**

The Student Council of the College is a group of elected students working together with the guidance of student welfare officer within the framework of the institution for student expression and assistance in college affairs and activities. The Students' council and associations bring dynamism in the college campus. Students develop leadership skills, team spirit and organizational skills by conducting various competitions, celebrations and events.

**Students representation in Academics:**

The Institution has a mechanism of electing Student Council and class representatives at the beginning of each academic year. They involve in maintaining discipline during college hours.

**Students representation in Administration:**

- Student Council works for implementing the ideals of the college in a benefitting manner.
- Student Volunteers represent in organizing Investiture Ceremony, Fresher's Day, Teachers' Day, Placement, College day and Graduation Day.

**Students representation in Departments :**

Students actively involve in conducting department fests for the respective departments.

### **Students representation in co-curricular activities :**

**Reader Leader Club:** To inculcate the reading habit among students and faculty .

**Eco Club:** Creating awareness on environmental issues and Conducts rallies, street play etc.

**Women's Cell:** The Cell tackles the problems of the students. It organizes women's day programmes and brings in awareness on the plights of women and the rights pertaining to issues that can create a safer environment.

**NSS Unit:** Organizes outreach programmes like village camps, Social awareness programmes, traffic control, Blood donation camps etc...

**AICUF (All India Catholic University Federation) :** Conducts catechism classes, village awareness camps, organizes bible fest, Visits to orphanages, old age homes etc..

**Consumer Club:** Students receive adequate information about goods & services to protect from unfair, unethical practices of business. It creates awareness on the healthy, ethical practices of consumption, usage of natural and nutritional products.

**Health Club:** Conducts activities for the students to possess good **health** through preventive and curative measures.

**Red Ribbon Club:** To provide awareness on HIV/AIDS and helping students to have a healthy life style, respect for life and to consider their body as a temple.

**Red Cross Wing:** Conducts programs to promote respect for Life through anti –suicidal sessions, Camps to create wealth from waste and National integration through peace and justice.

**Sports Club :** The Sports club is committed to provide a healthy sporting habit among the students. It helps to build teamwork, coordination among diverse cultural & ethnic groups and mainly infuses discipline & instills the value system in one individual.

The physical education director encourages students to participate in NCC by collaborating with other colleges.

**Heritage Club :** To create awareness towards the rich natural and cultural heritage of our country.

**Fine Arts Club :** The Club triggers the imagination and creative terrain of the students and maximizes the aesthetic sense in the field of Art.

**Cultural Committee:** The committee aspires to trigger the innate talents of life with a culture of music, dance, art and beauty.

### **Students representation in Extra-Curricular activities:**

Student Council actively involves in organizing various Extra curricular activities for students like Intercollegiate and Inter class cultural fests.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

### 5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 53

#### 5.3.3.1 Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
58	69	62	47	29

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Report of the event	<a href="#">View Document</a>
Number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions (Data Template)	<a href="#">View Document</a>

## 5.4 Alumni Engagement

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

Response:

An alumnae association is an association of graduates or, more broadly, of former students. It is sometimes called an "alumni meet" .

Necessities of an Alumnae Association

- The enthusiasm and willingness of several individuals who are willing to take on the organizational initiative and sustain it.
- The interest of a reasonable nucleus of alumni to participate in the association's activities.

The College has an Alumnae association which was established in 2008. The association conducts regular alumnae meets annually.

#### **Alumnae Suggestion for Post Graduate courses:**

Institution has a good affinity with the Alumnae. The Alumnae has given a positive feedback. The Association conducts its annual meeting every year and provides a platform for the alumnae to reunite. They had expressed that the Institution has to open PG courses so that they could pursue the Post Graduate course in the same institution before being placed. Considering their request, IQAC suggested to the management to obtain the approval from the university to start Post graduate courses.

They also prompted to give them an opportunity to participate in the Cultural events held in the Institution, considering which they were asked to perform an event on the College Day.

#### **Alumnae Lecture Series:**

The office bearers for Alumnae Association are elected. They also suggested that they would address the present students. Hence Each department invites well placed Alumnae to give an insight to the present final year students about the scope of the course and how they have to prepare themselves to be well placed. This interactive session has proved to be very useful. The Alumnae suggested to the Management to conduct courses which can train them in application of the content of the programs when they are employed.

#### **Alumnae Support for Placement:**

The alumnae suggested various soft skill programs to enhance the employability of our students.

#### **Alumnae association support in Lockdown :**

The Alumnae association and Department of English jointly organized virtual Webinar on 11th July 2020 with the theme “Enhancing English Skills for Career Building in Various Arena” for the Alumnae, UG and PG Students from various institutions.

They were given responsibilities to carry forward the mission of the Alumnae Association. They were also encouraged to promote our college and to participate in various programs of the college.

<b>File Description</b>	<b>Document</b>
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

#### **5.4.2 Alumni contribution during the last five years (INR in lakhs)**

**Response:** E. <1 Lakhs



<b>File Description</b>	<b>Document</b>
Upload any additional information	<a href="#">View Document</a>
Link for any additional information	<a href="#">View Document</a>

NAAC

## Criterion 6 - Governance, Leadership and Management

### 6.1 Institutional Vision and Leadership

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

##### Response:

St. Anne's Degree College for Women, Halasuru was established in the year 2005 and run by the Sisters of St. Anne founded by Mother Thatipathri Gnanamma a young widow in 1874 with the focus on educating and empowering young girls who were deprived of basic education rights. Since its inception the institution has been propelled by its vision and mission passed on its legacy by the foundress over the past 15 years

##### Vision

To provide humanizing and liberalizing education so as to form responsible citizens who in solidarity with others will create a just society

##### Mission

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.

Piloted by its vision and mission statement the institution is committed towards empowering young and talented women from the economically and educationally weak sections of the society by providing them with knowledge, skills, values and development opportunities at affordable cost. The institution grants admission to all strata of society without any discrimination and stands true to its vision in creating a just society. Mother Gnanamma Educational Fund set up by the institution helps in financing the fee payments for the economically weak students. The institution works with the following aims and objectives:

- To foster academic excellence
- To enhance personal and interpersonal skills
- To trigger spiritual pursuit
- To inculcate social consciousness

**Academic and Administrative Planning & Evaluation:** Secretary - the Administrative Head of the Institution, holds meetings with the Principal, Department Heads, Administrative Head and faculty members to discuss and deliberate upon academic and administrative concerns. Governing Council in consultation with the Principal frames the rules and regulations for students, faculty and non teaching staff based on the vision mission and objectives of the institution.

##### The Governing Council

The Institutions Governing council consist of the following members:

- Vice President - Provincial
- Secretary of the College
- BCU Syndicate / Academic Council Member
- Principal - Ex – Officio Member
- Members from the management
- Faculty Representatives
- Administrative Representative
- Parent Representative

### Academic Body

Academic Body consists of the Secretary, Principal, IQAC, HODs, and faculty members. Principal in consultation with the Secretary and department heads formulates and implements the academic plan.

### IQAC

IQAC of the college is involved in developing quality process to ensure consistent benchmarks for academic and operational activities. Secretary holds periodic discussions with the Principal and faculty members through IQAC to discuss and seek their opinion on all academic and administrative affairs.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

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

#### Response:

St. Anne's Degree College for Women values and appreciates democratic ways of governance and it is visible at every level. Decentralised and participative process is seen in the institution from administrative policy making bodies to the execution bodies. The institution has qualified and competent personal at various levels to offer effective leadership.

The Management grants operational and academic freedom to the Principal to plan and implement appropriate mechanisms and procedures pertaining to teaching and learning. The Principal of Institution is assisted by Internal Quality Assurance Cell, HODs, Office Superintendent, Student Welfare Officers and Coordinators of various cells/committees in decision making process of the institution. IQAC designs quality plans to execute academic and operational activities.

The opinions of faculty are elicited during the Annual planning meeting and they are nominated as coordinators for Committees, Clubs and Cells thereby inculcating leadership at various levels. These bodies are decentralised and function with autonomy to plan and organise programs. Students play an effective role through student council as leaders and participants of various committees and cells.

The college has a practice of establishing committees as per the need and moves forward initiating the tasks planned.

The annual cultural program of the college “Kala”, intercollegiate cultural fest “Ebullience”, Annual Sports Meet and the Intercollegiate Sports Fest are conceptualised, organised and executed by the Student Welfare Officers and Committees along with the Student Council.

### Case Study

The institution since its inception has been offering undergraduate courses in Arts, Science, Management and Commerce. It has achieved better standards of teaching by harnessing human and physical resources in innovative ways.

In line with NAAC peer team visit (March 2016) recommendation to start post graduate programs in the college, the Management initiated the construction of PG block. In purview of this, a college level ‘Post Graduation Program Committee’ was formed under the leadership of the Secretary, Rev.Mother Margaret Julie. Principal Prof. Nisha Joseph, Prof. Veena Kumari HOD of Commerce, Mr.Ranjith Kumar, Assistant Professor, Department Commerce, Asst. Prof Vasudha, HOD of English Department, Asst. Prof. Venkatalakshmi, Department of Business Administration were the members. The Committee identified the thrust areas through a highly democratic process. The process involved multiple discussions and deliberations with the Heads of Departments and IQAC. Feedback was collected from Alumnae. The suggestions and priorities from all the departments were discussed in detail at the meetings. The Committee thus identified the college level priorities taking into consideration the college infrastructural necessities.

The broader institutional schema for starting Post Graduate Program in M.Com and M.A thus identified was submitted to the Bangalore University in concurrence with the college IQAC. The Management placed the application before the Registrar of Bangalore University. The Local Inquiry Committee visited the institution for inspection and submitted a report to the registrar. The University in turn presented the application to the Government of Karnataka. The approval for the PG Program in Commerce and English Literature was received in 2017 and the courses commenced in August 2017.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

## 6.2 Strategy Development and Deployment

### 6.2.1 The institutional Strategic / Perspective plan is effectively deployed

#### Response:

Institution has clear objectives and vision for providing quality education to students and service to the society. It also has a perspective plan for development. For this purpose the governing council of the

institution meets twice a year during the academic session to take decisions relating to the finances and academics besides reviewing the functioning of the institution.

### **PERSPECTIVE PLANS FOR THE DEVELOPMENT OF THE COLLEGE:**

- Introduction of PG courses M.Com, MA(English) and M.Sc.( Psychology)
- Upgrading the infrastructure for PG Class room, AV Hall, Girls Common Room, Sports Room etc.,
- Conducting Remedial classes to improve results, and guidance to secure University Ranks.
- Standardising ICT based teaching-learning process and updating library with e-resources and various labs.
- Introducing Value Added and Add on Programs.
- Organising workshops, conferences, FDP, FRP every year to develop teaching learning process.
- Conducting Bridge courses for first year UG students to brief on the basic concepts of core subjects.

### **MAJOR DEPLOYMENTS THAT HAS TAKEN PLACE IN PAST FIVE YEARS**

- Introduced M.Com, MA and M.Sc. Psychology programs in the college.
- Constructed new block to provide rooms for PG classes and AV Hall.
- A girls common room was constructed based on the recommendation of the NAAC committee for the comfort of the students.
- Sport room was setup with improved facilities.
- Special syllabus was framed by departments to conduct Bridge courses.
- Top 5 advanced learners were identified in each class and were provided with special guidance to score university ranks.
- Remedial classes were conducted for slow and average learners to perform well in their academics.
- The college has tied up with the British Library and subscribed to N-List to enhance the access of e-resources for faculty and students.
- Value Education classes are held to give a positive direction to the students to shape their future.
- Micro Teaching of faculty was implemented in various departments like B.Com , BBA and M.Com.
- Introduced new value added programs.
- Faculty Development Programs and Faculty Research Programs are conducted every year.
- New Research Centre was set up in the academic year 2018 -19
- New computers were purchased and installed with essential software.

### **One Activity Description:**

The governing body of the management decided to construct a separate PG block with class rooms, AV Hall, Girls Common Room, staff rooms and rest rooms in the academic year 2015.

This was initiated as per the plan, to facilitate the number of PG programs in the academic year 2017 and to improve the infrastructure within the campus.

A blue print of new block to be constructed was shown to the members of the governing body and with their sanction construction commenced in the year 2016. The new block was completed and was blessed and inaugurated on Saturday 14th July 2017. Rev. Mother Jacqueline Mary the Superior General and President of the Society of Sisters of St. Anne inaugurated the building in the presence of the provincial

Rev. Mother Margaret Fatima Mary and Rev. Fr. Norman Bernard the Parish Priest of Our Lady of Lourdes Church, Halasuru.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
strategic Plan and deployment documents on the website	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

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

#### **Response:**

#### **ORGANISATIONAL STRUCTURE OF THE INSTITUTION**

The activities of the Institute are guided, monitored and controlled by the Governing Body through Secretary (Head of the Institution) and Principal Ex – Officio Member. The organizational Structure is better explained by the diagram given in the additional information.

#### **Administrative Level**

The governance comprises of the Secretary - the Administrative Head of the Institution, Principal- the Academic Head, Governing Council, and Internal Quality Assurance Cell (IQAC). They play a significant role in the development of the Institution and framing reforms for the improvement of the Institution. The Secretary has periodic discussions with the faculty members to seek their opinion.

#### **Academic and Operational Level**

The Institution believes in fostering a culture of delegation of powers through strategic policies. The Principal of the Institution is assisted by HODs, Faculty, Office Superintendent, Student Welfare Officers and Coordinators of various cells/committees in decision making process of the Institution. Faculty members are assigned with the roles and responsibilities to work in a congenial environment with complete transparency. IQAC has a well-developed process to ensure quality benchmarks of academic and operational activities. Regular inputs are collected from faculty through periodic meetings by Principal for continuous improvements for the smooth functioning of the college.

The Recruitment and appointment of faculty and staff, framing of service rules are done by the management. The important rules are clearly stated in the Service Rule Book.

**Recruitment Procedures:** Recruitment of faculty members are carried out by obtaining a list of candidates from the advertisement, staff reference and by candidates dropping resumes in the institution and through college email. The interview for faculty positions is conducted by a panel of members consisting of Secretary, Principal, Senior faculty and respective HODs.

**Grievances are handled in two ways**

1. For the faculty the grievance is communicated through Staff Coordinator who would address to the Principal and in turn would communicate the same to the management. Grievances related to any harassment is taken care by ICC (Internal Compliant Committee)

2. Separate Grievance cell is setup by the institution to handle students redressal. The list of members of this committee is available in the college website and college Hand Book. The institution also has a mentor mentee system in which each mentor will be allocated with mentees. The mentors conduct sessions with the mentees on every third Saturday of the month. The mentees grievances are discussed and solutions are provided. Grievances related to any harassment is taken care by ICC (Internal Compliant Committee)

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Link to Organogram of the Institution webpage	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

**6.2.3 Implementation of e-governance in areas of operation**

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

**Response:** A. All of the above

File Description	Document
Screen shots of user interfaces	<a href="#">View Document</a>
Details of implementation of e-governance in areas of operation, Administration etc	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**6.3 Faculty Empowerment Strategies****6.3.1 The institution has effective welfare measures for teaching and non-teaching staff**

**Response:**

St. Anne's Degree College for Women appreciates the contributions of all its employees towards the growth and enhancement of the institution through its effective welfare measures for the teaching and non-teaching staff.

The list of welfare schemes initiated by the institution are related to: leave, special permission for various reasons, maternity leave, ESI benefit, City Allowance etc.

- **Employee's Provident Fund:** The college contributes towards employees PF as stipulated by the EPFO.
- **ESI Facility:** ESI is provided for all eligible Non-teaching Staff in the college.
- **Maternity Leave:** Maternity leave is granted for female faculty for a period of three months.
- **Casual & Sick Leave:** Staff can avail casual leave and sick leave in time of need.
- **Financial Support:** As a part of its quality initiative in improvising teaching quality the institution caters to the cost of registration fees, travel allowances, lodging expenses as per the sanctioned limit for all faculty attending FDP's/ Conferences/ Workshops and Seminars. Expenses incurred towards organizing training sessions and orientation programs for the teaching staff are sponsored by the management.
- **OOD** is provided for attending University Duties, Workshops, Orientation courses, Refresher courses, Conferences, and for representing themselves as Resource persons.
- **ON Campus Facilities:** Free WIFI is made available for the employees and students of the college to encourage research and online teaching.
- **Special Leave:** Faculty is provided with special leave for PhD course work, entrance examination and Doctoral Committee meetings.
- **Awards:** Awards are given to the staff for motivating students to achieve University Ranks. Faculty are recognized and appreciated during College Day for achieving 100 percent results in their respective subjects.
- **Facility for Research:** Faculty is provided with research facilities to pursue their Ph.D. and for those interested in pursuing any other research work.
- **Faculty Enhancement Programs:** The college organises Faculty Enhancement Programs periodically to motivate teachers and to upgrade their teaching learning skills and knowledge.
- **Parking:** Parking Facility is provided for teaching and non-teaching staff within the campus.

#### **Other Welfare schemes provided for Teaching and Non-Teaching Staff.**

- **Teacher's Day Celebration:** Every year the institution acknowledges the services of each and every teaching and non-teaching staff on Teacher's Day. A special program is organised in the auditorium on this day, gifts are distributed by the management to the teaching and non-teaching staff and the celebration is wound up with a grand sumptuous lunch.
- **Technology:** Laptop with internet facility is provided to teachers for engaging classes.(ICT)
- **Entertainment:** Staff Tour is sponsored by the management for teaching and non-teaching staff.
- **Loans & Advances:** Faculty can avail loan for higher education, personal purpose from the management which can be repaid in easy installments. Need based salary advance is also provided to the non-teaching staff.
- **Gifts:** Festival gifts are provided to teaching and non teaching during festivals and special occasions.
- **Lock Down Benefits:** Non-monetary benefits were provided to non-teaching staff during lock down period.



File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

### 6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

**Response:** 49.21

#### 6.3.2.1 Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
23	09	25	40	25

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Details of teachers provided with financial support to attend conference, workshops etc during the last five years	<a href="#">View Document</a>

### 6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

**Response:** 0

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff	<a href="#">View Document</a>

### 6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course ).

**Response:** 38.23

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

2019-20	2018-19	2017-18	2016-17	2015-16
34	10	9	26	17

File Description	Document
Upload any additional information	<a href="#">View Document</a>
IQAC report summary	<a href="#">View Document</a>
Details of teachers attending professional development programmes during the last five years	<a href="#">View Document</a>

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

**Response:**

The college conducts appraisal for teaching and non teaching faculty based on the following measures:

#### Annual Salary Increment:

Employee salary is increased and disbursed in the month of July according to the Society's practice. Increments are also given to faculty on award of Ph.D. and on clearing teaching eligibility exams like NET and KSET/SET.

#### Feedback system

**Student feedback:** This comprises of collecting and analyzing feedback from the students on teaching quality, communication skills, subject knowledge, regularity in taking classes, preparation of content to deliver, availability in the campus for doubt clarification, punctuality etc.

Student feedback is taken every year to review staff performance and based on the review required action is undertaken by the Principal towards improvement.

**Self-Appraisal Form:** Every faculty member is required to submit Self-Assessment Form to the Principal at the end of the academic year. Faculty performance is reviewed based on student results, punctuality,

commitment, teaching skills, number of papers presented, conferences and workshops attended, research projects undertaken and active involvement in other college activities. Suggestions are given to individual faculty by the Principal based on the analysis of the feedback.

**Alumnae Feedback:** Feedback is collected from the Alumnae and analysed by the IQAC. The principal takes care of considering the suggestions and subsequently records the action taken.

**Performance Appraisal Report (PAR)** for Non-teaching staff is undertaken on annual basis.

Based on the performance and the feedback, the principal also takes personal interest in guiding the non-teaching Staff.

The Management and the senior members of the non-teaching Staff groom the new recruits to help them to enhance their performance.

All appraisal reports are analysed and the overall working ability of individuals is assessed.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

## 6.4 Financial Management and Resource Mobilization

### 6.4.1 Institution conducts internal and external financial audits regularly

#### Response:

St. Anne's Degree College for Women run by the Society of Sisters of St. Anne has its own practices for administration and financial regulations.

#### Budget:

The Secretary and the administrator of the college prepares the budget based on the expenses of the previous year and sends it to the Financial Administrative Committee for approval.

#### Internal Audit:

The institution has its own internal audit mechanism. It is conducted by the Provincial/Vice President and the Procreator of the province at the time of their visit to the college and signs the documents submitted to them for perusal. The Secretary & Administrator after completing the monthly accounts sends it for scrutiny and approval once in three months to the FAC (Financial Advisory Committee) of the congregation.

#### External Audit:

The institution carries an elaborated external audit annually. The management and General Body of the Society of the Sisters of St. Anne approves and appoints the external auditor every year in General Body meeting. Accordingly the external auditing company (Thomas and Co, Chartered Accountants, Chennai,) conducts the external audit for the college. The process involves checking financial statements and accounting records.

The mechanism for external audit is:

- Thorough scrutinizing and verifying the payments/bills and receipts.
- Examining the books of accounts and finalizing the Balance sheet
- Ensuring the accuracy and completeness of the accounting records.
- Verifying whether the accounting records of the institution are in accordance with the accounting framework.
- Whether the account statements reflect accurately the financial position of the institution.
- Confirming compliance with accounting policies.
- Examining accounting records.
- Verifying assets of the institution purchased during the year.

After thorough scrutiny, the auditor submits a financial report to the Society in which the auditor states the findings, opinions and comments. The scope of the audit and the outcome is outlined in this report. As of now the external audit team has not observed and recorded any major finding and objections in the financial report. Minor errors pointed by the team were rectified immediately and measures were taken to avoid further mistakes.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

#### **6.4.2 Funds / Grants received from non-government bodies, individuals, philanthropers during the last five years (not covered in Criterion III)**

**Response:** 1.64

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

2019-20	2018-19	2017-18	2016-17	2015-16
0.53	00	0.13	0.62	0.36

File Description	Document
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Annual statements of accounts	<a href="#">View Document</a>

### 6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

#### Response:

St.Anne's Degree College for Women is a self-financed college and is committed to the holistic development of the student community. Although the college is recognized under 2(f) no funds are received from UGC since the college is unaided. Fees collected from the students is the principal source of funding/ revenue for the college.

Annual budget is prepared considering the expenditure. The institution supports students by assisting them in applying for scholarships from non-governmental agencies. The scholarship amount only towards tuition fees is credited to the college account. A part of the amount received in the form of Day Scholar Maintenance is directly credited to the personal account of students.

The Institution raises fund by collecting registration fees towards conferences, intercollegiate cultural fests and paper presentation and publication fees.

Proper planning and discussion is done for the optimum utilization of funds. During Annual Planning Meetings the departments are advised to draw their action plan and the budget requirements for the activities and submit to the Secretary through the Principal. The funds are equally used towards staff salary, amelioration of student community, infrastructural development, library and information centre purchase of equipment for lab for enhancing the teaching learning process through innovative techniques, physical maintenance and other works of the institution. The institute has a well- defined strategy for monitoring efficient and effective utilization of funds.

Mother Gnanamma Fund is one of the sources for mobilization of resources. It is A rupee A day scheme where the class teacher collects a rupee every day from each student. The amount collected is utilized for a particular cause.

The institution also raised funds towards Kodagu Flood Relief. In the First phase funds were raised by public contribution. In the second phase the institute hosted a food fest, in the third phase the institute hosted Fundraising cultural program (KALA MELA). Funds were also raised by voluntary contributions by individuals in the final phase. The mobilized funds were utilized to provide shelter and other essential items required by the needy and for the recreation and rehabilitation of flood hit Kodagu.

The Department of Business Administration organises Frontier's day every year. Students organise various stalls and mobilise funds from it. The mobilised amount is used for departmental activities.

The institution prepared a brochure to mobilise funds with a mission of providing knowledge, skill and competence to all the young women. The funds raised by the dive was utilized to pay fees for the needy students.

The institution conducts value added programs for the students every year. The fee towards this is collected along with the tuition fees and is accounted separately. The fee collected towards value added program is utilized to make payments to the respective vendors.

The college receives a small amount as registration fee from the Alumnae. The funds received are utilized for organizing Alumnae Meet.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

## 6.5 Internal Quality Assurance System

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

#### Response:

The IQAC significantly contributes in quality maintenance, quality enhancement and quality sustenance of the institution. The IQAC has striven to keep abreast with the new developments and quality enhancement initiatives as revised by NAAC.

IQAC took initiatives along with the faculty to conduct Remedial Classes for slow learners, additional guidance and special coaching for Advanced learners to secure University Ranks, innovation in teaching process and participative learning to enhance quality in education.

**For Faculty** - To enhance the quality in teaching learning process, IQAC initiated and organized various programs for faculty such as conferences, workshops, Faculty Development Program, Faculty Research Program, and they constantly encourage faculty to present papers and publish them in UGC CARE Journals.

**For Students** - IQAC formed a new cell "THINK TANK CELL" with the aim to create a platform for sharing ideas and techniques and pooling of knowledge resources. IQAC also initiated to conduct value education classes to develop the individual moral values, ethics, awareness on social issues, stress management etc.

IQAC also initiates internal Annual Academic Audits with Departments Heads at the end of academic year. IQAC members periodically reviews syllabus completion, time table allotment, work done diaries, remedial classes, value education classes, extra-curricular activity etc.



At the end of each academic session, IQAC also initiated a feedback process which aims at incorporating the suggestions and recommendation put forth.

### **PRACTICE I: Faculty Research Program**

As per NAAC peer team recommendation the IQAC started hosting Faculty Research Program (FRP) every year as an initiative of knowledge management practice in the institution and to promote the art of writing research papers. The Significance of this FRP was to give faculty freedom of thought to carry out research in their area of interest and also to develop and satisfy their intellectual activity.

Each department head takes initiative to invite a subject expert to chair and review the paper presentation. After each presentation chairperson imparts useful tips and feedback to the paper presenters which in turn would will help each faculty to explore and expand upon learning beyond intended area of specialization. After presentation IQAC ensures to compile each paper and release a compendium to capture and store knowledge.

**PRACTICE II: Think Tank Cell** was modeled with the aim to create a platform for sharing ideas and techniques and pooling of knowledge resources for the enrichment of the students and institution.

“Ambassadors of St’ Anne” was designed in consultation with Secretary, Principal and HOD’s. 100 students were selected from different streams and named as “Brand Ambassadors” of St. Anne’s

Profile Presentation, movie screening and critique session was conducted for students which helped them to identify their personal and interpersonal competencies and develop their writing and analytical skills. Sessions on motivation and lateral thinking were also conducted. These session helped the students to understand the importance of goal setting and positive thinking. It also helped them to think differently and explore new ideas and thoughts.

<b>File Description</b>	<b>Document</b>
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

**6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities ( For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives )**

#### **Response:**

College is affiliated to Bengaluru Central University and strictly adheres to the syllabus framed by the

University. IQAC monitors the teaching learning process regularly through their organizing committee members. In order to perceive learning outcomes, the IQAC periodically reviews teaching learning process and suggests gradual and regular expansion, upgradation and addition of the requisite material, equipment, infrastructure etc.

### **Teaching and Learning**

- Well-structured calendar of events.
- All students of each streams are given one add on program for each semester.
- Field visit and Industrial visit are undertaken by all the departments every year.
- The Institution has collaborated with corporate companies to train the students on various industry based skills.
- Faculty is constantly motivated to present and publish research papers in conferences and seminars at various levels.
- Systematic Teaching plan in correlation to the Course Outcomes (COs), Program Outcome (POs) are prepared by each faculty member.
- Slow learners are given emphasis so that no student is left behind in the learning process.
- Internal Examinations are conducted at regular intervals for each semester.
- Internal Assessment with updated marks, attendance and assignments are calculated online through EMS, so that the transparency is maintained without any bias towards any student.
- The college has tied up with the British Library and subscribed N-List to enhance the access of e-source for Faculty and Students.

### **ICT**

- College has allotted one hall as AV hall with projectors and speakers for small conferences and seminars
- Several computers have been replaced with the new ones for the benefit of the staff and students.
- The students of all the courses are given add on programs based on the latest information technology.
- The college website has in its menu a separate E-Content Cabin for students to access E -Content developed by the faculty.
- Staff was given SPSS programme which was very useful for their Research endeavours.

### **Recommended by NAAC Peer Team Adopted / Implemented:**

- Institution has started PG courses (M.COM, MA English Literature & MSC Psychology) with a newly built PG Block in 2017
- Skill oriented Add on courses have been introduced for the benefit of the students.
- Projectors were installed in many class rooms.
- Upgradation of the broadband to Fibernet connection was undertaken.
- New Research Centre was set up in the year 2018
- New Computers were purchased and installed.
- New equipment for laboratories were purchased.
- 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.



- IQAC conducted Conferences, Faculty Development Program (FDP) and Faculty Research Program (FRP)
- Technical workshops (SPSS) for the faculty was organized.
- A more spacious room was allotted as sports room with computer and internet facility and new sports equipment were purchased.
- New Throw ball court was set.
- Common Room facility for girls is provided in the newly built block.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

### 6.5.3 Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements
2. Collaborative quality initiatives with other institution(s)
3. Participation in NIRF
4. any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

**Response:** D. 1 of the above

File Description	Document
Upload details of Quality assurance initiatives of the institution	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>
Paste web link of Annual reports of Institution	<a href="#">View Document</a>

## Criterion 7 - Institutional Values and Best Practices

### 7.1 Institutional Values and Social Responsibilities

#### 7.1.1 Measures initiated by the Institution for the promotion of gender equity during the last five years.

##### Response:

The institution is run by the society of sisters of St. Anne which is started by Mother Thatipatri Gnanamma a young widow in the year 1874 purely to educate and empower young girls who were deprived of education in a society where male chauvinism was an order of the day. The sisters of St. Anne follow the legacy of Mother Gnanamma till today by offering quality education for young girls. Ours being a women's college fulfills the requirements of girls safety and equality through various programmes.

The Anti-sexual harassment cell of our college provides a healthy atmosphere to our students. The cell aims to encourage, enhance and empower young girls to scale greater heights and to create social & psychological awareness among women with regard to gender discrimination.

The cell never fails to accomplish various programmes such as guest lecture, seminars, awareness programme, interactive session and events like power point presentation, movie making, extempore speech, collage and so on. The cell organises International women's day celebration every year with full vigor to highlight the importance of women.

The departments adhering to the vision take initiative in organizing programmes to celebrate the rights of women.

##### a. Safety procedures are strictly followed in the campus

- CCTV cameras are fixed at the entrance and corridors
- Security allows the students to go out only with the permit card signed by principal
- Students are allowed to enter the campus with ID card
- Parents and outsiders are allowed to meet faculty and students with prior permission of the Principal
- Student ID card is printed with family photo to avoid any unauthorized person to approach the students.
- Parents were asked to sign the SOP at the time of admission
- Anti-sexual harassment cell ensures security by educating them on women rights and safety through various programs
- Safe and purified drinking water facility is provided for the students in the college campus.
- The internal compliance cell is in function to restore human dignity by sensitizing employees and students about sexual harassment issues.
- Covid-19 precautionary measures were carried out with proper sanitization and thermal check up. Strict norms were imposed to enter into the college campus with mask.

b. The counseling cell strives to take care of the wellbeing of the students by identifying the problems faced by the students in personal, interpersonal, academic, emotional and psycho-social level and guide them to overcome through workshops, therapies, rallies and one on one counselling.

The institution facilitates the students through mentorship program. Each faculty member is allotted with a certain number of students to sort out issues and guide them to set goals and identify resources.

c. The college has girls common room in second floor to relax, study, utilize for any discussions and other recreation in the free time. Basic medicines and first aid kit is available for primary treatment in case of any unexpected injury and illness. There is a ladies rest room facility in the ground floor with cot & mattress for the students to take rest.

File Description	Document
Link for specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="#">View Document</a>
Link for annual gender sensitization action plan	<a href="#">View Document</a>

#### 7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

- 1.Solar energy
- 2.Biogas plant
- 3.Wheeling to the Grid
- 4.Sensor-based energy conservation
- 5.Use of LED bulbs/ power efficient equipment

**Response:** D. 1 of the above

File Description	Document
Geotagged Photographs	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

#### 7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- Solid waste management
- Liquid waste management
- Biomedical waste management
- E-waste management
- Waste recycling system
- Hazardous chemicals and radioactive waste management

**Response:**

## Solid waste management

### *Collection and disposal of waste:*

The college takes strict measures to deal with the waste management since it is very important for the protection of environment. Every class room is provided with a bin for collection of dry waste and wet waste is collected separately in a bin placed in each floor and disposed in proper manner. Measures are taken by college to dispose the collected waste to BBMP, everyday a vehicle from BBMP collects the segregated waste from the college campus.

### *Disposal of papers:*

Periodically the old newspapers from library and other paper materials collected from college are disposed and the money raised from the same is added to Mother Gnanamma fund and utilized for a good cause such as helping the poor and needy student to pay the academic fee.

### **E-waste**

The electrical and electronic waste collected from all over the campus is segregated and disposed to the vendor. An MOU is signed with the vendor for this purpose. Majority of the e-waste such as CPU, monitors, batteries, projectors, motherboard, keyboards, and mouse are collected from the computer labs.

### **Waste Recycling**

The unused sheets from various notebooks, assignments are collected separately and used as answer sheets by the internal exam committee for mid-semester and end-semester exams. The smaller classes in the departments use the same attendance registers for two semesters to avoid wastage.

The college has a right practice of using used sheets to take prints for unofficial information and rough information for checking the content before finalizing.

The college encourages the students constantly to make various products out of waste materials and create awareness to help them realize the value of reuse of consumables and habituate for less waste generation.

File Description	Document
Any other relevant information	<a href="#">View Document</a>
Link for Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View Document</a>
Link for Geotagged photographs of the facilities	<a href="#">View Document</a>

## **7.1.4 Water conservation facilities available in the Institution:**

### **1. Rain water harvesting**

2. Borewell /Open well recharge
3. Construction of tanks and bunds
4. Waste water recycling
5. Maintenance of water bodies and distribution system in the campus

**Response:** B. 3 of the above

File Description	Document
Geotagged photographs / videos of the facilities	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

#### 7.1.5 Green campus initiatives include:

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

**Response:** Any 4 or All of the above

File Description	Document
Geotagged photos / videos of the facilities	<a href="#">View Document</a>
Any other relevant documents	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

#### 7.1.6 Quality audits on environment and energy regularly undertaken by the Institution and any awards received for such green campus initiatives:

1. Green audit
2. Energy audit
3. Environment audit
4. Clean and green campus recognitions / awards
5. Beyond the campus environmental promotion activities

**Response:** D.1 of the above

File Description	Document
Any other relevant information	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

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

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

**Response:** A. Any 4 or all of the above

File Description	Document
Details of the Software procured for providing the assistance	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

**7.1.8 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 500 words).**

**Response:**

**Tolerance and Harmony towards cultural diversity:**

Celebrations bring the students closer to each other's traditions, customs and cultural beliefs that foster respect and understanding. The Student Welfare Organization (SWO) is committed for holistic development of students. It conducts various programs throughout the year to ensure students participation in Intra and Intercollegiate competitions that creates a sense of belonging, oneness and harmony among the participants.

Fresher's day is celebrated in our college every year to welcome the First-year students that gives them a feeling of affinity and a spirit of family. Our institution also organizes **Intra-collegiate fest- Kala and Intercollegiate fest- Ebullience**, in association with the cultural committee with an objective of developing the cultural abilities of the students, to improve their capabilities to work as a team, to encourage them to participate in inter collegiate and university level competitions. The students gain self-confidence as they interact with fellow students and peers.

Students take part in various cultural programmes during College day celebrations with zeal.

**Tolerance and Harmony towards regional diversity:**

Formation of **Heritage Club** was instituted in the academic year 2019-20 with a motive of creating awareness

Students participation in Tamil cultural programme, Jaanapada Jhenkara serves as a proof of regional diversity initiated by our college. The institution gives importance to promote regional culture by including various folk dances such as dollukunitha, yakshagana on our college day function.

#### **Tolerance and Harmony towards Linguistic diversity:**

Linguistics is concerned with the nature of language and communication. It is obvious that languages play an important role in various aspects of our daily lives. Hence the Language departments (Department of Kannada, Department of Hindi and Department of English) organize fests every year and conduct various on stage and off stage events to promote competency in diction and proficiency in languages. Kannada department initiated Kali-Nali class for the faculty from other states to improve the state language skills.

#### **Tolerance and Harmony towards communal and socio-economic diversity:**

The institution propels the clubs, units and cells to organize **Outreach programmes** to instill in the students the spirit of unity. The outreach programmes make our students socially responsible and motivate them to contribute to the society by reaching out to the under-privileged. Departments and extension units undertake activities such as visit to old age home, orphanages, education to government school children, blood donation camps, campus cleaning and so on.

**The 7 days of Special NSS Camp** is organized every year to provide an unique opportunity to the student volunteers for group living, collective experience sharing and constant interaction with the community without any bias on religion, caste and economic status.

The institution promotes inter religious harmony among the students through value education classes and inter religious prayer services. An inter religious prayer room is created for personal prayer.

<b>File Description</b>	<b>Document</b>
Link for supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

#### **7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).**

##### **Response:**

The directive of the institution is its vision and mission statement that engenders values for dignified living and socially responsible citizenship.

##### **Daily Prayer:**

The college inculcates values of punctuality and discipline through daily prayer followed by the National



Anthem and Thought for the day.

#### **NCC:**

To propagate national unity and integrity among youth we encouraged our students to participate in NCC Public day Parade camp which molds them to be responsible citizens of the country.

#### **Student Council:**

The students are provided with an opportunity to participate in structured leadership with academic personnel and heads as Student Council members. It instills in them a spirit of sovereignty. The leadership roles they are assigned facilitate them to experience responsibility coupled with accountability, competence and compassion in execution.

Women empowerment is one of the main objectives of our college. **Anti-sexual harassment / Women's Cell** seeks to mold the young women in the campus to achieve milestones of success. The cell empowers them to attain emotional, physical and mental freedom to withstand the changing phases of their lives through various seminars, guest lectures and awareness programmes.

**Equal Opportunity Cell (Human Rights Cell)** of our college ensures equality among the students. The cell aims to educate and empower students and faculty about human rights and enable them to exercise their rights. They train students to face the challenges of the pluralistic society and the rising conflicts in the name of particularistic loyalties to caste, religion, region and culture. The cell works in the direction of fulfilling the vision of our foundress Mother Gnanamma of providing a holistic education to its students including few differently abled. Our college was always conscious about physically challenged students to provide them with an inclusive environment and learning assistance.

The College celebrates "**Ambedkar Jayanti**" to commemorate the birth anniversary of Dr. Bhimrao Ramji Ambedkar and his contributions for the people through the constitution of India. The Dalit icon is honoured as the person who aspired to work for the upliftment of women, labourers and untouchables.

Youth represent a substantial part of the membership of Red Cross for its humanitarian commitment. Young volunteers can make a significant contribution to meet the needs of the most vulnerable people within their local communities through Red Cross youth program. Our college **Red Cross wing** functions to contribute towards creating a more congenial climate for peace and philanthropy.

**Eco club** attempts to protect and improve natural environment. The club educates students to turn off the switches when not in use to safeguard public property, save energy and power.

File Description	Document
Link for details of activities that inculcate values necessary to render students in to responsible citizens	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>



**7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.**

- 1. The Code of Conduct is displayed on the website**
- 2. There is a committee to monitor adherence to the Code of Conduct**
- 3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff**
- 4. Annual awareness programmes on Code of Conduct are organized**

**Response:** A. All of the above

<b>File Description</b>	<b>Document</b>
Details of the monitoring committee composition and minutes of the committee meeting number of programmes organized reports on the various programs etc in support of the claims	<a href="#">View Document</a>
Code of ethics policy document	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

**7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).**

**Response:**

#### **Teacher's Day**

The management felicitates the faculty on teacher's day with gifts & presents. It is celebrated by the student council with scintillating cultural programmes followed by various games for the teachers.

#### **Students Day**

Student's day being the birth day of Dr. APJ Abdul Kalam, the faculty made it distinctive by performing yoga, mime, skit, group singing and dance to entertain and wish the students.

#### **Christmas Day celebration**

Christmas is a time of love and peace. It is celebrated to inculcate the spirit of sharing and giving among students and also to spread the joy and happiness of festive season every year with all its solemnity.

#### **National Youth Day**

The college celebrates National Youth Day on the birth Anniversary of Swami Vivekananda, to make the students imbibe the spirit of his philosophy.

#### **Raashtriya Hindi Divas**

The Department of Hindi celebrates Raashtriya Hindi Divas on September 14th every year to bring in awareness among the students on the importance and pride of the Language.

### **International Women's Day celebration**

The Women Cell of our institution celebrates International Women's Day by organizing various events and seminars on women rights by inviting resource persons every year.

### **Celebration of Ambedkar Jayanthi**

The college celebrates "Ambedkar Jayanti" with great enthusiasm to commemorate the birth anniversary of Dr. Bhimrao Ramji Ambedkar and his contributions for the people of India.

### **Kannada Rajyotsava**

Programme is organized in the college to indoctrinate the importance of Karnataka formation day in view of Kannada Rajyotsava that falls on 1st of November.

### **World Disability Day**

The Department of Rehabilitation Science organizes the world disability day to promote and enlighten the students on the empowerment, inclusiveness and understanding of disability issues to restore the dignity, rights and well-being of differently abled.

### **National Mathematics Day**

The Department of Mathematics commemorates the birth Anniversary of Sir Srinivasa Ramanujan by advocating the celebration of National Mathematics Day through Guest Lecture, Seminar & Webinar.

### **World Environment Day**

Eco-Club of our college celebrates World Environment Day every year to engage students in addressing pressing environmental issues like eco system restoration and inspiring a positive change to engender life.

### **St. Anne's Feast**

St. Anne being the patroness of our institution we celebrate St. Anne's feast to invoke gods blessings upon our institution and the student community to promote a learning culture among our youngsters as Mother Mary learned lessons from St. Anne her mother.

### **Republic day and Independence day**

The college feels that it is its abundant duty to inculcate values and instill in the minds and hearts of students the spirit of patriotism and nation building. Hence the institution conducts few competitions on Independence day and Republic day to add colour and flavor.

### **World Consumer day**

The day was celebrated to spread awareness on consumer rights, adopting ethical practices in consumption and healthy way of life.

File Description	Document
Link for Geotagged photographs of some of the events	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>
Link for Annual report of the celebrations and commemorative events for the last five years	<a href="#">View Document</a>

## 7.2 Best Practices

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

**Response:**

**Best practice I**

1. **Title of the Practice:** *Mother Gnanamma Fund – ‘A day A Rupee’*

2. **Objectives of the Practice**

Mother Gnanamma Fund – A day A Rupee scheme was formulated to provide financial support for the needy students and help them to fulfill their dreams of completing their education. The main objective of the scheme is ‘Better education for better society’ to help the truly needy students who find it difficult to meet their financial requirements for education. It has been observed that many women college students discontinue their studies due to lack of funds. Hence college has taken a humble step to provide support to those students so they can complete their studies and be successful in life.

3. **The Context**

The Mother Gnanamma Fund is in line with the vision and mission of our foundress who aspired to provide free education in order to enable young women to have an access for learning and achieve their aim in life. The initiative has been conceptualized to provide financial support to students who are under economic constraints to pursue their higher studies. It provides scholarships to these students and reaches out to others in need of financial support. Thus the fund was utilized in 2019-20 for reconstruction and rehabilitation of people in flood-hit, Kodagu district. Efforts were taken to raise more money through fund-raising drive, food fests, Kala Mela - a fundraising cultural event to balance the ends meet.

4. **The Practice**

The scheme was designed to raise a specific amount of money to meet the cause. Class teachers collected one rupee from every student on daily basis. Apart from this faculty members, Principal and college

management contribute certain amount towards the fund for each semester. The fund collected will be utilized for the students who are in need of help. When the need has arisen further the fund was even extended to help several affected people of Kodagu district in Karnataka, India, who have lost their homes due to the heavy rains and floods that have ravaged Kodagu in August 2018 which was identified by the Lions Club in Kodagu district.

## 5. Evidence of Success

The scheme has helped several students to successfully complete their degree which aided them to accomplish career goals. Since it is not possible for every individual to support the needy, this initiative of joining hands together by contributing a very small amount was a great victory. Every benefactor had a feeling that even their small contribution has helped to serve for someone's education. It was an ease feeling for the beneficiary to approach the concerned person in-charge in the college to receive the scholarship rather than seeking help from friends and known persons. The mobilization and utilization of fund for the extended cause in Kodagu gave a feeling of satisfaction and was acknowledged in print media since many families were provided with the basic needs and required medical aids.

## 6. Problems Encountered and Resources Required

The scheme required generous hearts to raise funds physically going to the streets and appealing for donations from different corners. It also required a tendency from the students to help someone in need when the time came for their contribution. There was a problem in collecting funds since they were not coming forward willingly to support the cause. There was also a challenge in identifying the real needy students.

## Best practice II

### 1. Title of the Practice – *One month Computer Literacy Workshop for school children.*

### 2. Goal

The goal of the Department of Computer Application is “SKILL DEVELOPMENT & COMPUTER LITERACY” program through “FREE COMPUTER EDUCATION” in schools. It aims to reach out to the deprived students and give them the basic computer education and impart knowledge on technology.

### 3) The Context

The only way to adequately prepare children for the future is through computer education classes that help them to learn about computers and technology. Preparing students for the workforce is one goal of education today. Since almost all jobs now and in the future will require students to use technology in some form; students need to begin learning the basics of how computers work and how technology enhances life. Hence the department decided to implement this Free computer Literacy Programme with “RBANMS GGS (Senior Higher Primary School) and BBMP Government Boys High School, Ulsoor. RBANMS Computer Literacy Programme has been continued since 2013. The Computer literacy programme has been implemented in BBMP Government Boys School since 2018 as both the schools do not have any fulltime computer teacher to teach the children the computer basics. The Programme syllabus

is framed in accordance to the need and context. The workshop included Desktop basics and MS-Paint.

#### 4).The practice

Four students from the department are selected to conduct this workshop. The school management decides the beneficiaries for this workshop. Usually 20 to 25 students from VI and VII class are assigned for this programme. The Infrastructure which includes the class room and the computers are provided by the school.

A class room with four computers is given to conduct the workshop. The teaching hours are 4 to 5 hours in a month. The student teacher imparts Desktop basics and MS-Paint clearly with an explanation on the parts of the computer. The school children participated in the workshop with full attention, enthusiasm and interest to learn the functions of the computer. They were very much eager to touch the computer and use the tools to paint on their own and gain practical exposure.

#### 5) Evidence of Success

- It was a successful workshop.
- Students who have been part of this workshop were very happy and also they have given a very good oral feedback to the trainers. The school management has appreciated and acknowledged our outreach Programme.
- The workshop Syllabus was very much relevant to the young children.

Oral assessment was done to test the outcome of the workshop which came out to be positive. The school's management is inviting us for teaching every year.

#### 6) Problems encountered and resources required

- Poor Infrastructure
- Obsolete computers –The computers were very old and were not working properly.
- Power-Power distribution is still very poor because they don't have any backup. We faced a problem because of power failure.
- Computer education is not examinable at Primary school level and so teachers and school Management look at this as a waste of time.
- Scheduling the class timing.
- Absence of trained teachers- There are no trained computer teachers in those schools to further guide them to learn the computers.
- Language barrier

File Description	Document
Link for Best practices in the Institutional web site	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

## 7.3 Institutional Distinctiveness

### 7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

#### Response:

#### Vision of our college

To provide humanizing and liberalizing education so as to form responsible citizens who in solidarity with others will create a just society.

#### Mission of our college

- To empower young women with knowledge, skills and competence
- To provide the students with opportunities to understand the present society and critically analyse its structures
- To enable them to contribute in creating a more humane and just society
- To form their character and personality
- To mould them in to socially responsible women
- To produce world class citizens with a difference
- To create integrated and visionary leaders

#### Distinctiveness

*St. Anne's Degree College for Women is the only college which offers B.Sc Rehabilitation Science Programme*

The under graduate programme Rehabilitation Science is a unique one offered by our college. We take pride in being part of designing the curriculum, the course frame and regulations to institute this programme in the Bangalore University as it was never been offered by the university. There were no graduate level courses in rehabilitation in the whole state of Karnataka and even today ours is the only college which offers BSc.Rehabilitation Science.

#### The Thrust:

The Society of sisters of St. Anne was in search of extending the ministry with proper resources in order to serve the deprived and the differently abled of the society. The initiative was taken by the first Principal of the college Prof. Kennedy Fernandez with the assistance of Mrs. Gunavathy Fernandez in the year 2005. The college Vice President Rev. Sr. Leonie and the Secretary Rev. Sr. Margaret Julie collaborated with CBM to materialize this initiative. There were several meetings conducted to gain knowledge about the programme, to decide on the syllabus and courses to be offered. The first meeting was held on September 2005 with members from Rehabilitation Council of India, CBM, Avinashilingam College and our college. They brought to light the norms of RCI in framing syllabus with required minimum of 900 hours. Our college Principal took up the responsibility of preparing the regulations of the three year programme on behalf of the university and decided to apply for the approval of RCI.

The syllabus, regulation and application were sent for approval to RCI. Simultaneously the same was also sent to the Commissioner of Disabilities, Bangalore, the Director of Collegiate Education, Chairman, BOS

and the Government of Karnataka for their perusal and recommendation. RCI directed to contact Professor and Head of Department of Rehabilitation Science Dr. Maria Kamalam, Holy cross college, Trichy. The syllabus was considered for perusal to the academic council and syndicate. Notification was received in the year 2007-08 for the institution of programme in Bangalore University. Our college applied to the Bangalore University to commence the programme in the year 2008-09. After Local Inquiry committee visit, the affiliation order for the programme was received in the month of January 2009 and the programme was introduced in our college in the academic year 2009-10.

### **Objectives of the Programme**

- To create an interest and awareness regarding the disabled in the students.
- To acquaint the students with the preventive aspects of disabilities.
- To develop abilities to enable students to manage programmes for disabled.

### **Department of Rehabilitation Science:**

BSc. Rehabilitation Science is an interdisciplinary undergraduate programme which focuses on Health Sciences and Humanities. The rapid growth of need for therapists all over the world brings a huge demand for Rehabilitation Professionals. This programme provides an opportunity for students who want to make this world a better place to live in for people with special needs.

### **Vision of the Department**

To educate the students as socially responsible citizens by providing an opportunity to serve the children with special need.

### **Mission of the Department**

To enlighten knowledge, develop skills which enkindle spirit of service to the wants of children and person with special needs.

Concomitant to the vision and mission of the programme the Department of Rehabilitation Science organizes various activities and events as follows

### **World Disability Day**

Every year the department of Rehabilitation Science celebrates the world disability day to empower the people with disabilities.

### **Workshops and Webinars organized**

- Low vision workshop
- Intellectual disability workshop
- Webinar on Behaviour therapy
- Webinar on Social Inclusiveness during the time of Social distancing

### **Rehab Forum Activities**

The rehab forum organized various activities which explains the importance of balanced diet, expectant mothers, mobility for blind, immunization to children and so on.

### **Educational visit**

The Department of Rehabilitation Science has organized the following visit in the past five years to inculcate sympathy scientific reasoning in them to be better humans for tomorrow

- Frontline Eye hospital
- NIEPMD
- Sree's Rehabilitation Centre
- Chandrasekhar Institute of Speech and Hearing
- Jyothi Seva home for the blind
- Narayana Nethralaya
- Sri Shankara Cancer foundation
- BBMP hospital

### **Internships**

BSc Rehab students undertook Internship at various institutions across Bengaluru, Chennai and Kerala such as National Association for Blind to learn about Visual impairment, Baldwin's Opportunity School to learn about various concepts like mental retardation, autism, Learning disabilities & their therapies, Spastics Society of Karnataka to learn about intellectual disabilities.

### **Alumnae Details:**

Alumnae of our college Rehabilitation Science Department are being placed in reputed organisations that help them to serve the society. As Annite Rehabian they are provided with an opportunity for full and effective participation and inclusion in society which was the focus of our foundress Mother Thatipatri Gnanamma and also the aim of our college.

File Description	Document
Link for appropriate web in the Institutional website	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>



## 5. CONCLUSION

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### Additional Information :

#### Road Map – Future Plans

- Applying for new diploma/certificate courses
- National Education Policy and the norms to be followed in future
- Start relevant Value Added and Certificate courses
- Engage students in assignments that have a clear connection to course outcomes
- Promotion of research culture among faculty and students
- Start our own academic journal
- Enhance the number of Ph.D. Scholars
- Scope for authoring textbooks by Faculty
- Starting RCI recognized programmes
- Undertake research projects of various funding agencies
- Increase the number of participants in National level for sports and cultural arena
- Organize more number of National and International conferences
- Create quality circles among faculty & students
- Organize workshops to develop entrepreneurship skills among students
- Installation of CCTV cameras in all the classrooms
- Develop digital infrastructure
- Generator (62 KV or more according to the need)
- Enhance the acoustic system in auditorium
- Create 2 conference halls for under graduation and post-graduation
- Construct a large auditorium with 1500 seating capacity connecting all the three blocks
- Embrace collaborative opportunities with other institutions and NGOs
- Involve in consultancy services
- Obtain 12 (B) Status for the College under UGC
- Applying for AAA (Academic Audit) to Xavier board
- Obtaining Autonomous status
- Registration of Alumnae Association
- Skill development programme for non-teaching staff

### Concluding Remarks :

The Institution is committed and devoted to imparting quality higher education for young women. The effective curriculum delivery is ensured through the implementation of Choice Based Credit System, assignments, industrial visits and internships along with regular curriculum.

The teaching, learning and evaluation process is effectively executed through ICT, e-resources, mentoring, creative teaching methodologies and continuous enhancement of the knowledge, skills and qualification of faculty. The Institution aims at promoting a research culture for better innovation.

The extension activities are in tune with the vision and mission of the college and core objectives of NAAC. Our college has well developed infrastructure and learning resources through partially automated library.

Student Support and Progression is monitored through student welfare committee of the college.

With the closure of educational institutions during the lockdown, the college has strived hard and reacted positively by ensuring continuity of teaching-learning and research. The college instantaneously subscribed to the annual plan of Cisco WebEx for facilitating online classes. The faculty continually updated their subject expertise and improved their digital skills and transitioned quickly to online platforms, conducted regular classes and expert sessions. Recorded classes and live online classes were conducted for students using WebEx, Zoom and Google Meet platforms.

Timetables were meticulously planned, keeping in mind the aspects such as appropriate screen time and availability of devices. Faculty stayed in constant touch with parents about their wards' progress through WhatsApp groups and virtual parent-teacher meetings. Online Faculty Development Programmes, Quiz, Workshops and Webinars at State, National and International levels were organized. The clubs and cells also initiated a variety of programmes like online quiz and competitions constantly engaging students. We are truly blessed with the strategic governance and committed leadership of the Management.

## 6.ANNEXURE

### 1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.2.2	<p><b>Number of Add on /Certificate programs offered during the last five years</b></p> <p><b>1.2.2.1. How many Add on /Certificate programs are offered within the last 5 years.</b> Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>14</td> <td>18</td> <td>16</td> <td>18</td> <td>14</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>8</td> <td>10</td> <td>10</td> <td>10</td> <td>9</td> </tr> </tbody> </table> <p>Remark : Deviation since supporting documents provided are not certified. Input updated on pro rata basis as per initial input suggested by DVV</p>	2019-20	2018-19	2017-18	2016-17	2015-16	14	18	16	18	14	2019-20	2018-19	2017-18	2016-17	2015-16	8	10	10	10	9
2019-20	2018-19	2017-18	2016-17	2015-16																	
14	18	16	18	14																	
2019-20	2018-19	2017-18	2016-17	2015-16																	
8	10	10	10	9																	
1.2.3	<p><b>Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years</b></p> <p><b>1.2.3.1. Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years</b> Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>833</td> <td>1015</td> <td>1009</td> <td>1059</td> <td>1008</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>653</td> <td>431</td> <td>485</td> <td>554</td> <td>410</td> </tr> </tbody> </table> <p>Remark : DVV has made the changes as per pro-data bases by HEI.</p>	2019-20	2018-19	2017-18	2016-17	2015-16	833	1015	1009	1059	1008	2019-20	2018-19	2017-18	2016-17	2015-16	653	431	485	554	410
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833	1015	1009	1059	1008																	
2019-20	2018-19	2017-18	2016-17	2015-16																	
653	431	485	554	410																	
1.3.2	<p><b>Average percentage of courses that include experiential learning through project work/field work/internship during last five years</b></p> <p><b>1.3.2.1. Number of courses that include experiential learning through project work/field work/internship year-wise during last five years</b> Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>09</td> <td>09</td> <td>07</td> <td>08</td> <td>08</td> </tr> </tbody> </table>	2019-20	2018-19	2017-18	2016-17	2015-16	09	09	07	08	08										
2019-20	2018-19	2017-18	2016-17	2015-16																	
09	09	07	08	08																	

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
09	09	07	08	08

**1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)**

**1.3.3.1. Number of students undertaking project work/field work / internships**

Answer before DVV Verification : 117

Answer after DVV Verification: 99

Remark : DVV has made the changes as per pro-data bases of Internship completion certificate / project work completion certificate has not provided by HEI.

**2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy ) during the last five years ( exclusive of supernumerary seats)**

2.1.2.1. Number of actual students admitted from the reserved categories year-wise during the last five years

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
176	152	128	127	283

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
176	152	128	127	283

Remark : DVV has made the changes as per provided report of SC, ST and OBC by HEI.

**2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)**

**2.4.2.1. Number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. year wise during the last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
04	03	03	02	03

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16

03	03	03	02	03
----	----	----	----	----

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

**2.4.3.1. Total experience of full-time teachers**

Answer before DVV Verification : 325

Answer after DVV Verification: 325

2.6.3 **Average pass percentage of Students during last five years**

**2.6.3.1. Number of final year students who passed the university examination year-wise during the last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
253	319	299	326	293

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
252	318	298	325	292

**2.6.3.2. Number of final year students who appeared for the university examination year-wise during the last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
329	366	376	355	331

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
328	365	375	354	330

Remark : DVV has made the changes as per document signed by controller of examination has not provided by HEI.

3.1.1 **Grants received from Government and non-governmental agencies for research projects, endowments, Chairs in the institution during the last five years (INR in Lakhs)**

**3.1.1.1. Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
0.2	00	00	00	00

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
0.2	00	00	00	00

**3.1.3 Percentage of departments having Research projects funded by government and non government agencies during the last five years**

**3.1.3.1. Number of departments having Research projects funded by government and non-government agencies during the last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
1	0	0	0	0

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
1	0	0	0	0

**3.1.3.2. Number of departments offering academic programmes**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16

**3.2.2 Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the last five years**

**3.2.2.1. Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year-wise during last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
5	1	4	3	0

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
4	0	3	2	0

**3.3.2 Number of research papers per teachers in the Journals notified on UGC website during the last five years**

**3.3.2.1. Number of research papers in the Journals notified on UGC website during the last five years.**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
19	07	01	0	0

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
19	07	01	0	0

3.4.2 **Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years**

3.4.2.1. **Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
11	04	01	02	01

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
1	1	1	1	1

Remark : Only awards and recognitions received for extension activities from government/ government recognised bodies have been considered under this metric

3.4.3 **Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., during the last five years ( including Government initiated programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. and those organised in collaboration with industry, community and NGOs)**

3.4.3.1. **Number of extension and outreach Programmes conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
23	19	14	14	19

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16

19	16	12	10	17
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**3.4.4 Average percentage of students participating in extension activities at 3.4.3. above during last five years**

**3.4.4.1. Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year-wise during last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
966	1023	1041	934	911

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
830	951	382	1080	714

**3.5.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship per year**

**3.5.1.1. Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year-wise during the last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
73	113	54	40	25

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
46	71	33	31	17

**3.5.2 Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the last five years**

**3.5.2.1. Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
06	08	07	07	07

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16



4	6	5	5	5
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Remark : Supporting MOU's asked for are not clear, input updated on pro rata basis

**4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)**

**4.1.4.1. Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
10.01026	47.33177	95.33289	140.6435	27.29699

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
132.52	147.66	95.33	141.81	55.40

Remark : DVV has excluded vehicles, well and water supply, and library books from fixed asset schedule for 2019-20, 2018-19, 2016-17, and 2015-16. Fixed asset schedule for 2017-18 is not provided by HEI, input suggested by HEI is accepted by DVV for 2017-18.

**4.2.2 The institution has subscription for the following e-resources**

1. e-journals
2. e-ShodhSindhu
3. Shodhganga Membership
4. e-books
5. Databases
6. Remote access to e-resources

Answer before DVV Verification : A. Any 4 or more of the above

Answer After DVV Verification: C. Any 2 of the above

Remark : As per snapshots reflecting N List subscription, British library council subscription, and Shodhagana membership provided by HEI

**4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)**

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16

92.45174	141.7389	139.2584	102.8366 4	310.0923 6
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Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
14.69	43.14	15.05	9.70	26.69

Remark : DVV has included expenditure on computer maintenance, repairs and maintenance, college maintenance, building repair and renovation expense in calculation of expenditure under this metric for all 5 years

**5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years**

**5.1.1.1. Number of students benefited by scholarships and freeships provided by the Government year-wise during last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
236	102	65	21	33

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
219	92	59	19	30

Remark : Deviation since supporting documents shared by HEI are not clear and in regional language. Input updated on pro rata basis

**5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.**

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
09	01	01	02	00

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
05	01	01	02	00

Remark : Deviation for 2019-20 since few supporting documents shared are not clear. Input updated on pro rata basis for 2019-20

**5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)**

**5.3.3.1. Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
68	81	73	55	34

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
58	69	62	47	29

Remark : Few supporting documents asked for are not provided by HEI, input updated on pro rata basis

**6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years**

**6.3.3.1. Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff year-wise during the last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
12	04	05	02	02

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

Remark : Recommended input is zero since all the programs under this metric are less than 5 days.

**6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course ).**

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

**the last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
40	12	11	31	20

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
34	10	9	26	17

Remark : Few supporting certificates are not provided by HEI, input updated on pro rata basis

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
0.55	00	0.13	0.62	0.36

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
0.53	00	0.13	0.62	0.36

**6.5.3 Quality assurance initiatives of the institution include:**

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
2. **Collaborative quality initiatives with other institution(s)**
3. **Participation in NIRF**
4. **any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

Answer before DVV Verification : C. 2 of the above

Answer After DVV Verification: D. 1 of the above

Remark : As per supporting documents for Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements provided by HEI

**7.1.4 Water conservation facilities available in the Institution:**

1. **Rain water harvesting**
2. **Borewell /Open well recharge**
3. **Construction of tanks and bunds**

**4. Waste water recycling****5. Maintenance of water bodies and distribution system in the campus**

Answer before DVV Verification : A. Any 4 or all of the above

Answer After DVV Verification: B. 3 of the above

Remark : As per Geo tagged photos provided for Bore Well, tanks and bunds, and purified drinking water facilities provided by HEI

**2.Extended Profile Deviations**

ID	Extended Questions																				
1.2	<p><b>Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>325</td> <td>310</td> <td>310</td> <td>280</td> <td>280</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>324</td> <td>309</td> <td>309</td> <td>279</td> <td>279</td> </tr> </tbody> </table>	2019-20	2018-19	2017-18	2016-17	2015-16	325	310	310	280	280	2019-20	2018-19	2017-18	2016-17	2015-16	324	309	309	279	279
2019-20	2018-19	2017-18	2016-17	2015-16																	
325	310	310	280	280																	
2019-20	2018-19	2017-18	2016-17	2015-16																	
324	309	309	279	279																	
1.3	<p><b>Number of outgoing / final year students year-wise during last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>329</td> <td>366</td> <td>376</td> <td>355</td> <td>331</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>328</td> <td>365</td> <td>375</td> <td>354</td> <td>330</td> </tr> </tbody> </table>	2019-20	2018-19	2017-18	2016-17	2015-16	329	366	376	355	331	2019-20	2018-19	2017-18	2016-17	2015-16	328	365	375	354	330
2019-20	2018-19	2017-18	2016-17	2015-16																	
329	366	376	355	331																	
2019-20	2018-19	2017-18	2016-17	2015-16																	
328	365	375	354	330																	
2.1	<p><b>Number of full time teachers year-wise during the last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>54</td> <td>56</td> <td>55</td> <td>47</td> <td>44</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>54</td> <td>56</td> <td>55</td> <td>47</td> <td>44</td> </tr> </tbody> </table>	2019-20	2018-19	2017-18	2016-17	2015-16	54	56	55	47	44	2019-20	2018-19	2017-18	2016-17	2015-16	54	56	55	47	44
2019-20	2018-19	2017-18	2016-17	2015-16																	
54	56	55	47	44																	
2019-20	2018-19	2017-18	2016-17	2015-16																	
54	56	55	47	44																	
3.2	<b>Total Expenditure excluding salary year-wise during last five years ( INR in Lakhs)</b>																				

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
149.59	262.36	269.45	293.31	245.49

Answer After DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
149.59	262.36	269.45	293.31	245.49

NAAC