

Chapter I The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

Part – A

I.Details of the Institution

1.1 Name of the Institution	St Philomena College
1.2 Address Line 1	Philonagar
Address Line 2	Darbe
City/Town	Puttur
State	Karnataka
Pin Code	574202
Institution e-mail address	info@spcputtur.org
Contact Nos.	08251-230340
Name of the Head of the Institution:	Leo Noronha
Tel. No. with STD Code:	08251-236460
Mobile:	9449639648

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID

1.4 Website address:

Web-link of the AQAR:

1.5 Accreditation Details

Sl.No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B		2004	2004-2009
2	2 nd Cycle	A	3.19	2010	2010-15
3	3 rd Cycle				
4	4 th Cycle				

1.6 Date of Establishment of IQAC: DD/MM/YYYY

1.7 AQAR for the year (*for example 2010-11*)

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*for example AQAR 2010-11 submitted to NAAC on 12-10-2011*)

- i. AQAR 2010-11 30-09-2013
- ii. AQAR 2011-12 20-02-2014
- iii. AQAR 2012-13 24-02-2014
- iv. AQAR 2013-14 16-10-2014
- v. AQAR 2014-15 20-08-2015

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI(PhysEdu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

Computer Science
Social Work

1.11 Name of the Affiliating University (*for the Colleges*)

Mangalore University

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University	<input type="text" value="-"/>		
University with Potential for Excellence	<input type="text" value="-"/>	UGC-CPE	<input type="text" value="-"/>
DST Star Scheme	<input type="text" value="-"/>	UGC-CE	<input type="text" value="-"/>
UGC-Special Assistance Programme	<input type="text" value="-"/>	DST-FIST	<input type="text" value="-"/>
UGC-Innovative PG programmes	<input type="text" value="-"/>	Any other (<i>Specify</i>)	<input type="text" value="-"/>
UGC-COP Programmes	<input type="text" value="-"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="10"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="2"/>
2.3 No. of students	<input type="text" value="3"/>
2.4 No. of Management representatives	<input type="text" value="2"/>
2.5 No. of Alumni	<input type="text" value="2"/>
2. 6 No. of any other stakeholder and community representatives	<input type="text" value="1"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="-"/>
2.8 No. of other External Experts	<input type="text" value="1"/>
2.9 Total No. of members	<input type="text" value="21"/>
2.10 No. of IQAC meetings held	<input type="text" value="6"/>

2.11 No. of meetings with various stakeholders: No. Faculty
Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

- Enriching the teaching methodology
- Digital language lab

2.14 Significant Activities and contributions made by IQAC

1. Quality enhancement in academic pursuit in the institution
2. Identifying the new paradigms of Higher Education
3. Infrastructure planning and implementation.
4. Setting up of bench marking for the Institution.
5. Organizing and streamlining various academic activities and recording of these activities systematically.
6. Interaction with faculty to strengthen the academic atmosphere in the institution.
7. Chalking out the academic plan and its execution in a methodical manner.
8. Collection of Feedback from stake holders and making analysis for the growth of the institution.
9. Conducting various programmes to improve the learning outcome of different courses so as to improve the results.
10. The earnest efforts are made to develop the research culture among students and faculty members by planning and executing orientation programme on research methodology and launching the Research Journal.
11. Initiation to start new UG and P.G courses in the institution.
12. To make student academically more vibrant, certificate courses are conducted.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year*

* Attach the Academic Calendar of the year as Annexure.

Plan of Action	Achievements
<ul style="list-style-type: none"> ● Academic plan <ol style="list-style-type: none"> 1. Introduction of new UG Courses 2. Introduction of new Post Graduate Courses 3. Introduction of more Certificate Courses to enhance learning 4. Academic audit 5. Organizing Conferences/ Seminars/Workshops at various levels. ● Development of Infrastructure 	<ul style="list-style-type: none"> ● Academic plan <ol style="list-style-type: none"> 1. New UG Courses BA - Journalism 2. New Post Graduate Courses M.Sc - Computer Science MA - Economics 3. Certificate Courses as per current year <ul style="list-style-type: none"> ▪ Latex to P.G Physics ▪ Consumer Education ▪ Journalism ▪ Basic Electronics ▪ Communicative English ▪ Life Skill Education ▪ E-Accounting using Tally ▪ Amara-Bhasha – Subodhini ▪ Basic Mathematics ▪ Applied aspects of Plant Sciences ▪ Women empowerment ▪ Basic Accounting ▪ Vermiculture ▪ Stock Market ▪ Practical Banking ▪ Travel and Tourism ▪ Prayogic Hindi ▪ Food Chemistry 4. Academic audit is done 5. Conferences/ Seminars/Workshops at various levels 3 National level seminars and large number of guest lectures are conducted by different Departments. ● Infrastructure <ul style="list-style-type: none"> ▪ Beautification of campus ▪ Smart classes for effective teaching ▪ New desks and benches(Furniture) ▪ New class rooms are added to PG building

<ul style="list-style-type: none"> • Student welfare programmes initiatives • Staff development programmes • Other Major plans <ul style="list-style-type: none"> ▪ Publication of a research journal having ISSN number. ▪ Credit consumer co operative society. 	<ul style="list-style-type: none"> ▪ Laptops to each PG departments ▪ Entrance with entry and exit road ▪ A bridge connecting to Campus Director's Office. ▪ Digital Laboratory. ▪ Ramp at the NCC Office ▪ Monument of Founder. ▪ Constructed 2 rooms for Yaksha Kala Kendra and Commerce Laboratory. <p>Student welfare programmes</p> <ul style="list-style-type: none"> • High profiled competitions and fests are organized • Promoting students to actively participate in cultural programmes, Scout and Guides, NSS, NCC, Trekking, • Exhibition and Science Forum activities. • Yaksha Kala Kendra – A Cultural Centre • Commerce laboratory <p>• Staff development programmes</p> <ul style="list-style-type: none"> ▪ Regular Staff interaction and meetings. ▪ Yearly orientation for the lecturers to enhance their skills and knowledge. <p>• Other Major plans</p> <ul style="list-style-type: none"> ▪ Publication of a research journal PEARL having ISSN number is done. ▪ Credit consumer co operative society is in progress.
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Refer Annexure 1

2.16 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

- Decision was taken to add more courses in UG and PG programmes and the same decision was implemented.
- Systemization of activities in line with NAAC core values are planned and implemented.
- Decided to equip the class rooms with more ICT facilities and the plan is being implemented.
- To strengthen the research activity, planned to publish research journal with ISSN number and the same was implemented.

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	4	2	6	
UG	6	-	3	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	21	08	-	-
Others	-	-	-	-
Total				-
Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options - CBCS

(ii) Pattern of programmes:

Pattern	Number of programmes	
	UG	PG
Semester	6	6
Trimester	-	-
Annual	-	-

1.3 Feedback from stakeholders* Alumni Parents Employers Students
(On all aspects)

Mode of feedback: Online Manual Co-operating schools (for PEI)

Refer Annexure II

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

Yes, it is regulated by the University

1.5 Any new Department/Centre introduced during the year. If yes, give details.

M.Sc (Computer Science), MA (Economics), BA (Journalism)

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
52	34	18	-	-

2.2 No. of permanent faculty with Ph.D.

08

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
25	-	-	-	-	-	-	-	25	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

08

02

37

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	1	54	9
Presented papers	02	13	01
Resource Persons			

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- Students have the opportunity to learn multidisciplinary subjects under the choice based credit semester of Mangalore University.
- Bridge courses and remedial coaching is in practice.
- Offers add-on courses-certificate courses in Communicative English, Computer Applications, Journalism, Tours and Travels, Consumer Awareness etc.
- ICT enabled Teaching- Learning methods are in practice.
- Reformation of the scheme of Internal Assessment marks was implemented.
- Appraisal of student's performance to parents during parent-teacher interaction in each semester.
- Academic orientation for the students is in practice.
- Regular monitoring of the student performance by the class advisor is put in place.
- Regular assignments/Project work/Field visits/Seminars/Study tour/Industry Visits/Group Discussions/ Subject Quiz etc. are arranged.
- Knowledge sharing through peer learning.
- Feed back on curriculum and on teachers performance are collected periodically from students.

2.7 Total No. of actual teaching days During this academic year

182

2.8 Examination/ Evaluation Reforms initiated by the Institution(for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

NA

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

BOS	CURRICULUM DEVELOPMENT PROGRAMME	BOE	EXTERNAL
09	05	03	01

2.10 Average percentage of attendance of students

80%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction	I	II	III	Pass
BA	74	9.46%	24.32%	31.08%	2.70%	67.54%
BSC	86	69.77%	20.93%	1.16%	0	90.70%
B.COM	91	63.74%	19.78%	5.50%	1.10%	90.11%
BSW	46	21.74%	26.09%	19.57%	2.17%	69.57%
BBM	79	6.33%	18.99%	39.24%	1.27%	65.82%
BCA	58	41.38%	34.48%	1.72%	-	77.59%
MSW	25	72%	28%	-	-	100%
M.Com	60	78.33%	22.67%	-	-	100%
M.ScPhysics	30	46.66%	40%	6.66%	-	93%
M.Sc Mathematics	23	26.08%	39.13%	0.086%	-	73.9%

2.12. How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

- The IQAC in association with Academic Council prepares the Academic plan.
- It prepares the Time-Table for offering the curriculum.

- It prepares the schedule for the Co-curricular & Extracurricular activities.
- It supervises the routine activities and addresses the issues obstructing in smooth flow of activities.
- It prepares the schedule for Tests, Examinations etc. emphasising continual evaluation involving the examination committee.
- It monitors the activities so as to ensure full compliance with the planned activities for a specified period.
- It sets the standards & procedure for evaluation and initiates the reforms in the area.
- It interacts with the management with objective specific meetings to enhance & sustain quality education.
- It chalks out various programmes, monitors the execution, and analyzes the learning outcome and planning for plan of action.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	1
UGC – Faculty Improvement Programme	2
HRD programmes	
Orientation programmes	2
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools etc.	
Others (seminars , Workshops and conferences)	88

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	26	-	-	-
Technical Staff	01	-	-	-

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

- Ensuring progressive performance in academics as well as executing administrative tasks with efficiency and time frame.
- Optimization and integration of modern methods of teaching, learning and evaluation.
- Ensuring the adequate and functional support structures in the institution.
- Developing system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution.
- IQAC has generated good practices, ideas, planning, implementing and measuring the outcome of academic and administrative performance of the institution.
- Promotes faculty members and students to participate in seminar, conference, workshop etc and also to present papers.
- Supports the faculty members to carryout research activities utilizing resources of the institution.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number		1		
Outlay in Rs. Lakhs		1456500		

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1	4		
Outlay in Rs. Lakhs	45000	425000		

3.4 Details on research publications

	International	National	Others
Peer Review Journals		6	
Non-Peer Review Journals			
e-Journals			
Conference proceedings		6	

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	2014-17	BRNS	14,56,500	4,33,988
Minor Projects	2013-15	UGC	4,25,000	3,12,000
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects <i>(other than compulsory by the University)</i>	2014-15	-	-	-
Any other(Specify)	2014-15	-	-	-
Total			18,81,500.00	7,45,988.00

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	NIL	NIL	NIL	NIL	NIL
Sponsoring agencies	NIL	NIL	NIL	NIL	NIL

3.12 No. of faculty served as experts, chairpersons or resource persons-

3.13 No. of collaboration International National Any other

3.14 No. of linkages created during this year: Nil

3.15 Total budget for research for current year in lakhs:

From funding agency	4,33,988.00	From Management of University/College	1, 13,037.00
Total	5,47,025.00		

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	NIL
	Granted	NIL
International	Applied	NIL
	Granted	NIL
Commercialised	Applied	NIL
	Granted	NIL

3.17 No. of research awards/
recognitions received by faculty and research fellows
Of the institute in the year

Total	International	National	State	University	Dist	College
NIL	NIL	NIL	NIL	NIL	NIL	NIL

3.18 No. of faculty from the Institution
who are Ph.D.Guides
and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No.of students participated in NCC events:

University level State level
National level International level

3.23 No.Of Awards won in NSS:

University level	<input type="text"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.24 No. of Awards won in NCC:

University level	<input type="text"/>	State level	<input type="text"/>
National level	<input type="text" value="1"/>	International level	<input type="text"/>

3.25 No. of Extension activities organized

University forum	<input type="text"/>	College forum	<input type="text"/>		
NCC	<input type="text"/>	NSS	<input type="text"/>	Any other	<input type="text" value="49"/>

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility.

- 48 activities from MSW Department towards social responsibilities and outreach programmes have been done. Some of the major activities are mentioned below.
 - 1) Organized Free Health Check up and Treatment Camp at Hr. Pry. School, Padnooru, BannuruGramapanchayat, Puttur Taluk on 22.11.14 in association with KMC Hospital, Attavara, Mangalore,. Beneficiaries: Padnoor Community People.
 - 2) Organized Free Health Checkup and Treatment Camp at Govt. H.P. School, Narimogaru, Puttur Taluk on 02.04.15 in collaboration with KMC Hospital, Attavara, Mangalore - Beneficiaries: Narimogaru Community People.
 - 3) Organized Free Health Checkup and Treatment Camp at D.K.Z.P.H.P. School Kalleri, BelthangadyTaluk on 11.04.15 in collaboration with KMC Hospital, Attavara, MangaloreBeneficiaries Community people of KaleriGramapanchayat.
 - 4) Organized Free Dental Check up camp at Govt. High School, Venkatanagara, BalnaduGramapanchayat, PutturTaluk on 13.03.15 - Beneficiaries High School students of Venkatanagara High School, BalnaduGramapanchayat, Puttur Taluk.
 - 5) Organized Oral Cancer detection camp at D.K.Z.P.H.P. School, Nelyadi on 28.02.15 Beneficiaries: Nelyady community People.
 - 6) Organized Blood Donation and grouping Camp at Hr. Pry. School, Padnooru, BannuruGramapanchayat, Puttur Taluk on 21.11 Beneficiaries: 60 units of blood donated by the members of Yuvaka&Yuvathi mandalas and local people.
 - 7) Organized Street Play Performance 'POSA BADUK' at Mura Junction, Puttur, 18.11.14. Beneficiaries: Community people at Mura, Puttur.
 - 8) Organized Capacity Building Activities for the school children at Hr. Pry. School, Padnooru, on 18.11.14. Beneficiaries: - Students of Padnooru School. Community People at Kabaka.
- The PG Department of Computer Science organized a free training programme on computer education for the rural people from 10/06/2015 to 23/06/2015. 40 Village People around Puttur are benefited.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	25.35acres	-	Mgt	25.35 acres
Class rooms	43	-	Mgt	43
Laboratories	13	-	Mgt	13
Seminar Halls	3	-	Mgt	3
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	1 Telescope		UGC+Mgt	1
Value of the equipment purchased during the year (Rs. in Lakhs)	1,50,012.00 Rs		UGC+Mgt	1,50,012
Others	-	-	-	-

4.2 Computerization of administration and library

Partially computerised - administration

Fully computerised- Library

4.3 Library services: **UG Library**

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	36,741	26,43,465.36	857	1,88,630.4	37,639	28,32,095.75
Reference Books	2,733	2,34,759.36	103	33,701.60	2,836	2,68,460.96
e-Books(N-List)	*	*	*	*	*	*
Journals	101	46,132.00	102	63,487	-	-
e-Journals(N-List)	**	**	**	**	**	**
Digital Database	-	-	-	-	-	-
CD & Video	150	28,087.00	12	750.00	162	28,837.00
Bound volumes of journals	650	-	32	-	682	-
N-LIST	✓	5000.00	✓	5000.00	Annual subscription	
Broadband internet facility	✓		✓	10018	Annual subscription	

Note: *e-books as a part of INFLINBET N-LIST access

**e-journals as a part of INFLINBET N-LIST access

PG Library

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	2932	1437050.72	2241	958481.62	5173	2395532.34
e-Books(N-List)	*	*	*	*	*	*
Journals	16	18057.00	21	17693.00	-	-
e-Journals(N-List)	**	**	**	**	**	**
Digital Database	-	-	-	-	-	-
CD/DVD's& Video	108	1999.00	32	Free	140	1999.00
Bound volumes of journals	-	-	65	-	65	-
N-LIST	✓	5000.00	✓	5000.00	Annual subscription	
Broadband internet facility	✓		✓		Annual subscription	

Note: *e-books as a part of INFLINBET N-LIST access

**e-journals as a part of INFLINBET N-LIST access

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	180	4	114	1	1	2	22	-
Added	15	-	-	1	1	-	3	-
Total	195	4	114	2	2	2	24	-

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

<p>Certificate courses to students</p> <ul style="list-style-type: none"> • Tally ERP 9 • Computer basics • Language Lab • Latex <p>Training on Digital Language Lab by IQAC to teachers</p>
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4.6 Amount spent on maintenance in lakhs:

i) ICT	12,37,278.00
ii) Campus Infrastructure and facilities	1,43,57,345.00
iii) Equipments	6,95,447.00
iv) Others	52,48,934.00
Total:	2,15,39,004.00

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- IQAC is instrumental in Introducing student support services like placement, grievance redressal and counselling cells.
- To provide scope for the development of SC/ST and minority students, the special programme has been initiated. A separate cell is created and the responsibility is entrusted to a faculty to coordinate the programme. The special book bank facility is established for this purpose. Books are lent to the needy students from the book bank.
- Guest lectures on women empowerment are conducted in association with Ladies Forums -NSS and Rover Rangers.
- Students are encouraged to participate in co-curricular & extra-curricular activities.
- In College Notice Board the information about the freeships and scholarships available for students are well displayed.
- Orientation programmes have been conducted to freshers so as to make them acquainted with facilities available in the College.
- Apart from the books in the library, students are informed about the e-journals, specifically about Inlibnet facility.
- Freshers are briefed on Library facilities. Teams for various sports and games are made.
- Study tours and field visits are organised by Departments to enhance the learning skills and to face the challenges of life.
- Students are provided with the College Calendar. The Calendar enumerates all facilities available in the College, the learning opportunities in the College, availability of the Scholarships, the opportunities available in Sports and Games, associations and their activities.

5.2 Efforts made by the institution for tracking the progression

- Students' progress has been monitored regularly and closely.
- Two one hour Tests are conducted by the Examination Committee, apart from the class Tests given by the concerned Teacher.
- Assignments are given and student seminars are encouraged.
- Students, who are lagging behind are given special attention. Remedial classes are conducted.
- There is a mentoring system where a Teacher helps a group of students to improve academically and emotionally - thrust has been given for both academic and emotional quotient of the student.
- Class Teachers assess the Students performance in examinations, involvement and achievement in co curricular activities.
- Periodic Parents-teachers meetings are arranged to enlighten the parents about the progress of their children.
- Meetings are arranged with Alumni Association where issues regarding the progress of the students are discussed.
- Academic Council has been constituted to see the progression of students in right direction.
- To obtain the results the Feedback from parents, alumni and students are taken. The suggestions are evaluated and the feasible ones are implemented.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1497	334	NIL	NIL

(b) No. of students outside the state

58

(c) No. of international student

NIL

Men

No	%
738	40.30

Women

No	%
1093	59.69

Last Year (2013-14)						This Year (2014-15)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
211	37	58	1354	2	1662	183	46	74	1527	1	1831

Demand ratio 1.525:1

Dropout 0.8 %

Programmes	Permitted Intake	Number of Applications Received	Number of students Admitted	Demand Ratio Appln:Admitted
U.G				
BA	80	65	65	1:1
B.Com	270	270	260	1.038:1
BBM	80	53	51	1.96:1
BSW	60	15	11	1.73:1
BCA	80	35	33	1.94:1
B.Sc(PCM+BZC)	90	95	94	1.98:1
B.Sc(PMCs)	40	20	10	1.5:1
P.G				
M.Sc(PHYSICS)	30	30	28	1.93:1
M.Sc(MATHEMATICS)	40	26	26	1:1
M.Com	60	67	57	1.85:1
MSW	60	53	48	1.9:1
COMPUTER	40	10	10	1:1
MA (ECONOMICS)	30	26	26	1:1
Total	870	760	719	1.525:1

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

Regular Coaching classes for competitive examinations are not conducted. However the awareness programmes are organized. Faculty members are encouraging students to appear for competitive examinations.

5.5 No. of students qualified in these examinations

NET	NIL	SET/SLET	NIL	GATE	NIL	CAT	NIL
IAS/IPS etc	NIL	State PSC	NIL	UPSC	NIL	Others	NIL

5.6 Details of student counselling and career guidance

- Final round of campus interview conducted by SPICE JET
- A talk on CA and CS is organised by Chethan Kumar, CS
- A talk on Career Guidance and MBA course was conducted by TIME, Mangalore
- Campus Interview conducted by NET India Pvt. Ltd., Bangalore. 18 students have been selected.
- A skill development programme is organised in association with STAR Foundation, Mangalore.
- Career guidance orientation program was conducted for students each class of all PG department.
- PG career guidance cell is conducted a survey on career guidance and its utility.
- In association with VETA a 60hours English communication classes were conducted for PG students.
- Psychological counselling was conducted by Ms Anila Kumari and Fr Prince for needed students.
- A one day workshop on ‘life skill education and family life education’ was conducted by PG Student welfare committee.

5.7 Details of campus placement

	<i>On campus</i>		<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
01	70	18	13

5.8 Details of gender sensitization programmes

- A special talk on ‘Women and Law’ to all first year degree ladies was organised
- Elocution competition was organised on the topic ‘Gender Discrimination’
- A Debate competition on the topic ‘Are women safe in India?’
- A special talk on ‘role of women in nation building’ was conducted in PG Centre for girl students.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	49	3,87,862.00 Rs
Financial support from government	209	8,87,066.00 Rs
Financial support from other sources	58	87,609.00 Rs
Fee concession (PG)	45	3,91,110.00 Rs
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

The minor student grievances/complaints are addressed by the subject teachers/class advisor/HOD. There is a student grievance redressal cell with Principal, vice principal, student welfare officer and office bearers of student council to discuss and deliberate on major grievances. The cell has arranged for placing complaints/suggestions boxes at places such as college building, PG centre, library, hostel for men and women. The suggestions/complaints deposited in the boxes are collected and analysed by the cell every fortnight and action is immediately taken.

Some minor student grievances redressed

- Proper drinking Water facility
- Free internet facility in college as well as in hostels
- Accommodation facility for sport students
- Student rest room
- Additional sports equipments

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision – To be premier Institution for Higher Education, constantly in service to the society in the field of education and welfare.

Mission – To educate and train the young knowledge seekers for their holistic development to make effective contribution to the society.

6.2 Does the Institution has a management Information System

- Student admission through MIS – collection of fees – remittance of fees to the bank – accounts.
- Student admission details – category/caste wise/ course wise/ combination wise/ subject wise.
- Student's records – transfer, migration, eligibility certificates and marks cards are stored.
- Examination system computerized – Attendance, internal marks are recorded.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

College is affiliated to Mangalore University and strictly follows' the syllabus prescribed by the University. The College also provides ample opportunity to the students for their all round development through curricular and co-curricular activities like NCC, NSS, Performing Arts, Clubs and Associations.

6.3.2 Teaching and Learning

- Encouraging the teachers to attend orientation courses or such other training programs to make them aware of the innovations in teaching and learning methods and techniques.
- Faculty evaluation by students is an important component that has helped in quality improvement in teaching learning and in modification of the syllabi.
- Faculty empowerment programmes have given impetus to the output in terms of teaching, research and training.
- Identifying both the advanced and slow learners and provide them with proper guidance for the overall academic growth of the college.
- Utilizing innovations in the field of information and communication technology in teaching and learning.
- Encouraging the habit of independent learning.
- Creative commons committee has been formed to formulate the innovative ideas in overall development of the institute. A Seven Step programme has been recommended by the creative commons which include
 - 1) Institutional Partnership
 - 2) Social Responsibility Initiatives
 - 3) Student Welfare Initiatives
 - 4) Faculty Development Programmes
 - 5) Infrastructure Development
 - 6) Research and Development
 - 7) Knowledge, Attitude and Skill
- In addition to 4 PG Programmes, 2 more PG programmes have been introduced in the academic year and proposal for PG programme in Hindi has been approved and will be introduced in the next year

6.3.3 Examination and Evaluation

- There were two compulsory internal assessment tests in each semester and Semester examination was conducted by the University at the end of each semester.
- Advanced learners were provided with reference books and slow learners were provided with remedial classes.
- Results of internals were informed to the parents
- In order to execute complete examination process, the examination committee has been formed. The Examination committee shall facilitate three major aspects with regard to examinations: Carryout Examinations, Coordination of the exam process, Maintenance of appropriate examination related records.
- With regard to the internal assessment tests the heads of the Departments are entrusted with all the responsibility to conduct these tests pertaining to their programme with the help of an office staff which include scheduling the examination dates, communicating it to the students, procuring question papers, allotment of invigilation duty, seating arrangements etc.
- The examination committee circulates the appropriate and complete guidelines to the Heads of the Department for the conduction of internal examinations. Examination Committee ensures that the examinations are conducted according to the stipulated time and underlying procedures are followed and addresses the issues/ lacuna related to the examination as and when they arise.
- As per as University examination at the end of each semester is concerned, the examination is conducted as per the University time schedule and guidelines. Committee plans out and procures the needed materials such as answer scripts, questions papers, time schedule, assigning invigilation and allied duties, seating arrangements etc. with the assistance of the office staff and executes all processes connected therewith such as properly managing the unsealed question papers and written answer scripts and finally submitting to the concerned for valuation.

6.3.4 Research and Development

- Providing research facilities in all departments, encouraging the teachers and PG students to undertake research activities.
- Students are mainstreamed into research right from the graduation. They carry out small scale research activities under the supervision of the faculty.
- Training students to do project works strictly in accordance with the principles of research methodology.
- Motivating teachers for doctoral studies/minor research/major research
- Encouraging faculties to apply for major research funding's like DST, UGC, BRNS etc.
- Providing space to setup labs and giving necessary facilities like electricity, water supply, broadband connection, furniture etc
- In order to focus on research activities the faculties involved in active research will be given with minimum administrative duties/responsibilities
- Providing seed money to support their research activity and providing conveyance, TA/DA towards participating/presenting papers/displaying posters in conferences, seminars, workshops
- Providing study leave to complete their research work if necessary
- Provide incentives to encourage researchers on publishing articles in reputed journals.
- Library facility having books/magazines/journals and e-materials related to research methodologies and respective research fields
- In order to promote and publish research work carried by students and faculties the institution has initiated a peer reviewed research journal with name PEARL
- Organizing research methodology workshops for faculty members

6.3.5 Library, ICT and Physical Infrastructure/Instrumentation

- Two separate libraries for the post -graduate courses as well as under-graduate courses.
- UG Library automated with standardized Library Management Software “Easylib” and PG library is with “E-Lib” and both are having OPAC facility.
- Circulation of books with a help of Barcode Technology
- Free broad band internet facility in both the libraries
- CCTV facilities
- Books added –

	UG	PG
Text Books	960	2315
Reference Books	32	65
Journals and Newspapers	6	5
CD/DVD's	12	140
E-books	-	700

Library infrastructure in 2014-15

Sl.No	Items	UG	PG
1	Computers	2	11
2	Printer	-	1
3	Zebra Barcode Printer	-	1
4	Scanner	-	1
5	Barcode Scanner	-	1
6	Xerox Machine	-	1
7	Book racks	2	7
8	Reading tables	2	-
9	Notice Board	-	1

6.3.5 Physical Infrastructure and Instrumentation

- New building for Post Graduate Studies is extended and new rooms have been constructed
- New block in Women's hostel
- New entrance has been extended and two way road has been developed
- The Under Graduate office has been renovated.
- PG Conference room has been equipped with "EyeRIS Intellispace Interactive System".
- Digital Audio System has been added to PG Conference room.
- Laptops are provided to each PG department.
- Five new projectors are installed in class rooms.
- Ten Desktops and four Printers are provided to PG Centre.

6.3.6 Human Resource Management

The human resources of the institute managed effectively in a democratic manner:

- Faculty members are provided opportunity for their individual growth in line with the institutional quality enhancement policies.
- Staff recruitment is done based on workload and statutory requirements.
- The faculty members are encouraged to pursue higher studies by providing them the facilities such as leave and other facilities etc.
- Staff is also encouraged to apply for minor research projects, take up research activities.
- The college encourages staff members as well as students to attend/present research papers in conferences, seminars, workshops, by providing those sponsorships etc. They are also encouraged to participate in the Refreshers' Course, Orientation Programme/subject workshops
- Committees are formed to manage the various activities of the college in which the in-charge faculty members execute the activities with help of students. This provides opportunity for hands on training to the students to enhance their skills such as leadership skills, creative thinking skills, communication skills, decision making skills etc. by actually participating in the work process.
- Apart from students participating in outside events, the college organizes variety of events where the students get opportunity to excel themselves by meticulously involving in it such as taking up responsibilities, participating in competitions, involving in the process of planning, event management etc. College annual celebrations, talents day, Celebration of days of national importance, Seminars, workshops, fests etc. are few of such mega events wherein students and staff involve actively.
- The student council of the college holds many student centric activities which provide opportunity to the student fraternity to plan the activities execute them and learn by doing.
- The achievements of the staff members and students are recognized with appreciation and by honouring them time to time in annual events. This, in turn, encourages them to perform better in the field of their interest.

6.3.7 Faculty and Staff recruitment

Procedures followed in the faculty and staff Recruitment

1. Advertisement in newspapers regarding the vacancy in the College
2. Receiving applications from the applicants
3. Screening and selection
4. Selected applicants are called for interview
5. Interview is conducted by the committee comprising of subject experts
6. Eligible applicants are recruited

6.3.8 Industry Interaction / Collaboration

- Organizing industrial visits or study tours by the respective departments
- The UG as well as PG department of social work is organizing study tour to various industries and also con-current field work practice in various industries.
- MSW Department has entered into Memorandum of Understanding (MOU) with Karnataka Integrated Development Society (KIDS), Puttur.
- The college has a placement cell which gives necessary information about the job opportunities in various industries.
- Students of PG Physics have undergone certificate course in BSNL RTTC, Mysore
- PG Department of commerce organizes industrial visit as a part of curricular activity.

6.3.9 Admission of Students

Procedure for admitting the students

1. Advertisement in newspapers, FM radio, local announcement in churches and displaying in notice boards.
2. Applications are issued and collected from the applicants
3. 'Roster system' is followed in the admission procedure
4. ST/SC and minority students are given preference by the college

6.4 Welfare schemes for

Teaching staff	Health Insurance Scheme with a minimum contribution from the staff. ESIC and EPF as applicable Bachelor Quarters Fee concession for children of staff Paid maternity leave Financial and emotional support in the time of emergency and personnel tragedy.
Non-teaching staff	Health Insurance Scheme with a minimum contribution from the staff. ESIC and EPF as applicable Bachelor Quarters Fee concession for children of staff Paid maternity leave Financial and emotional support in the time of emergency and personnel tragedy.
Students	Students who got ill during the College timings are given with medical facilities and are paid by the College Fee Concession is provided to the economically backward students College provides for the promotional activities of sports persons and also gives financial assistance to attend Fests, Seminars and Conferences.

6.5 Total corpus fund generated

1,64,44,527.00

6.6 Whether annual financial audit has been done Yes No

6.7 Whether Academic and Administrative Audit (AAA) have been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	-	-	YES	IQAC
Administrative	-	-	YES	Management

6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes Yes No

For PG Programmes Yes No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

- NA-

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

The college gives more emphasis on co-curricular and extra-curricular activities. Though there is no much role of the college in designing the syllabus for regular courses, those teaching staff who are in the Board of studies in the university play effective role. However, apart from this, the college conducts a numerous need based Certificate Courses for which the syllabus is drawn by the teaching staff, adopted and implemented. The students are trained in Performing Arts, Yakshagana and various other co-curricular activities.

6.11 Activities and support from the Alumni Association

- Annual General Body Meeting
- Celebration of Annual day
- Sports meet on the occasion of Annual day Celebrations
- Workshop on 'Journalism'
- Leadership Training Programme for the members of Student Council
- Environment and Consumer Rights awareness Campaign in association with Consumer Forum and other Associations
- Guest Lecture on 'Food Science and Technology'
- Financial assistance to
 - a) University Level Inter Collegiate Fests- Facula-2014, Pinnacle- the IT Fest
 - b) National Seminars
 - c) NSS annual Special Camp held at Panja
 - d) Rural community Camp organized by Dept. of M.S.W
- Honouring University Rank Holders
- Honouring proud alumni of the college during alumni day

6.12 Activities and support from the Parent – Teacher Association

- Student Teacher Interaction programme
- Financial assistance to
 - University Level Inter Collegiate Fests- Facula-2014, Pinnacle- the IT Fest
 - Jatha programme jointly organized by NSS, Consumer Forum, Rovers and Rangers of our College
- Honouring University Rank Holders

6.13 Development programmes for support staff

Encouraged to attend seminars and to apply for seminars

6.14 Initiatives taken by the institution to make the campus eco-friendly

- Rain water harvesting in the campus
- Green audit
- Vanamahotsava programme
- Plastic Free Campus
- Waste Management
- Environmental Rally and Street Play
- Flower gardens

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- Officer-Consumer Interaction Programme to make students gaining awareness about consumer rights and protection.
- Guiding the students to prepare science models so as to inculcate interest towards Research.
- Free Computer training programme for the rural youth to facilitate them to acquire the knowledge of using Computers for daily needs.
- 24×7 Blood donation to the needy
- Star gazing programme to arise interest in students and public towards splendours of the Universe.
- Various awareness Programmes - on Herbal medicine, drug addiction, Women rights, communicable disease, social crimes, National integration, communal harmony - to make students socially more responsible.
- Launching of multi disciplinary research journal known as **PEARL** to strengthen research culture in the institution.
- Introduction of academic audit and bench marking so as to improve academic quality in the Institution.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

Sl.No.	Plan of Action	Action Taken
1	National seminar on by department of Physics	Seminar conducted on "Radiation and environment"
2	Intercollegiate Physics fest	Phoenix
3	Intercollegiate Management fest	Facula-2014
4	Intercollegiate IT fest	Pinnacle-2014
5	National seminar on by department of MSW	Philosem-2014
6	Intercollegiate Economics fest	Conducted
7	Inter High School Quiz competition conducted by Department of History	Conducted
8	MA (Economics)	Introduced 2014-2015
9	MSc (Computer science)	Introduced 2014-2015

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

- Cultivating the reading habit
- Service to the society

Refer Annexure - III

**Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

7.4 Contribution to environmental awareness / protection

- Rain water harvesting
- Celebration of world environmental day
- Celebration of vanmahotsava
- Vermi culturing and vermi composting
- Green chemistry
- Flower garden in front of boys hostel
- Supply of waste food items to pig poultry farms etc.
- Street play on "Biodegradable and non-biodegradable waste management"
- Pipe composting and biogas plant construction information and demonstration.
- A guest lecture on importance of Ozone layer in atmosphere.
- A guest lecture on agriculture.

7.5 Whether environmental audit was conducted? Yes No

Environmental auditing is in progress with the help of expert environmental engineers. Environmental training was given to NSS and Eco Club members who in turn undertaking the entire process. The final output will be consolidated shortly.

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

1. **Strength:**

- Ability to offer need based courses
- A wide range of UG and 6 PG programmes
- Low dropout ratio
- Eco –friendly campus
- A good reserve of teaching and learning resources

2. **Weakness:**

- Inadequate linkages and collaborations
- Absence of full fledged research centre
- Failure to get major UGC grants
- Lack of financial and academic autonomy

3. **Opportunities:**

- Networking and establishing linkages with industry and reputed institutions.
- Introduction of more number of PG courses
- To attain autonomous status
- To brace up campus recruitment

4. **Threats:**

- Competing government colleges
- Lack of demand for traditional courses
- Insufficient monitoring resources to retain the qualified staffs

8. Plans of institution for next year

• **Academic plan**

1. **Introducing new UG Courses**

- BA - English (Optional)
- B.Sc - Electronics
- B.Sc - Home science

2. **Introducing new Post Graduate Courses**

- MCJ - Master in communication and Journalism
- MA - History

3. **Adding some more Certificate Courses to the existing one.**

4. **Academic audit**

5. **Organising Conferences/ Seminars/Workshops at various levels.**

6. **Strengthening Research Activities**

• **Infrastructure**

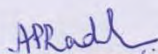
- Introduction of Wi-Fi for the entire campus
- Completion of PG building

• **Student welfare programmes:** Necessary initiatives will be taken for student welfare

• **Staff development programmes**

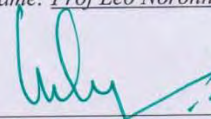
Necessary actions will be taken to enhance skills and knowledge of the staff by conducting skill oriented workshops.

Name: Dr A P Radhakrishna



Signature of the Coordinator, IQAC

Name: Prof Leo Noronha



Signature of the Chairperson, IQAC

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