

Part – A

AQAR for the year (*for example 2013-14*)

2014-2015

1. Details of the Institution

1.1 Name of the Institution

St.Anne's First Grade College for Women

1.2 Address Line 1

No.2, Miller Road

Address Line 2

Vasanth Nagar

City/Town

Bangalore

State

Karnataka

Pin Code

560 052

Institution e-mail address

stannesmillersroad@yahoo.in

Contact Nos.

080-22383431

Name of the Head of the Institution:

Dr. Sr. Aneecia

Tel. No. with STD Code:

080-22383421

Mobile

09663825092

Mrs.Brinda Srinivasan

Name of the IQAC Co-Ordinator:

Mobile:

09008717949

IQAC e-mail address:

Stannemillerroadiqac2014@yahoo.in

1.3 NAAC Track ID (For ex. MHCOGN 18879)

OR

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

EC (SC) /01/A&A/064 dated 5-5-2014

1.5 Website address:

www.stannsfgc-millersroad.com

Web-link of the AQAR:

<http://www.stannsfgc-millersroad.com/AQAR2014-15.doc>

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2.60	2014	May 04,2019
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

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

10/07/2014

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 _____ (DD/MM/YYYY)
- ii. AQAR _____ (DD/MM/YYYY)
- iii. AQAR _____ (DD/MM/YYYY)
- iv. AQAR _____ (DD/MM/YYYY)

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 (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

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1.11 Name of the Affiliating University (for the Colleges)

Bangalore University

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="03"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="01"/>
2.3 No. of students	<input type="text" value="-"/>
2.4 No. of Management representatives	<input type="text" value="01"/>
2.5 No. of Alumni	<input type="text" value="01"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="-"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="-"/>
2.8 No. of other External Experts	<input type="text" value="01"/>
2.9 Total No. of members	<input type="text" value="07"/>
2.10 No. of IQAC meetings held	<input type="text" value="02"/>
2.11 No. of meetings with various stakeholders:	No. <input type="text" value="03"/> Faculty <input type="text" value="04"/>
	Non-Teaching Staff <input type="text" value="02"/> Students <input type="text" value="04"/> Alumni <input type="text" value="03"/> Others <input type="text"/>
2.12 Has IQAC received any funding from UGC during the year?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
2.13 Seminars and Conferences (only quality related)	
(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC	
Total Nos.	<input type="text"/>
International	<input type="text"/>
National	<input type="text"/>
State	<input type="text"/>
Institution Level	<input type="text" value="01"/>

(ii) Themes

CBCS – Choice Based Credit System

2.14 Significant Activities and contributions made by IQAC

- Conducting an Awareness Program for Parents on the CBCS introduced by Bangalore University.
- Creating Study Groups / Peer group study
- ICT based Learning
- Collecting feedback response from students, parents and alumni.
- Organizing Inter and Intra Institutional Workshops, Seminars.
- Periodical Department Interfaces
- Monitoring mechanism for tracking student's progress.
- Organizing Skill Development Programs and Add-on Courses to upgrade student's knowledge base.
- Participating in the protest rally against Women Abuse.
- Conducted an Eye Donation Awareness Programme.

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 *

Plan of Action	Achievements
1. To meet parents and introduce them to the CBCS introduced by Bangalore University.	Students became more competitive to gain the credits in EC & CCA
2. Conducting Seminars, Guest Lecturers, Workshops	National Workshop was conducted, where in Students went on to the final round of Championship in IIT Bombay.
3. Visiting the Orphanage – Compulsory participation and contribution by the various classes.	Student improved their Teacher Learning Skills by sharing their knowledge and teaching the less privileged students.
4. Rural Development Programme – Department of Computer Science	Students visited a village and reached out through various programmes such as teaching them basics of computer, and donated 2 computers to the schools of

	that village.
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* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes No

 Management Syndicate Any other body

Provide the details of the action taken:

- Infra structure upgraded – Conference and Seminar Hall refurbished.
- M.Com Course introduced from the current academic session.

Part – B

Criterion – I

1. 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	NIL			
UG	04			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				01
Others				
Total	04			01
Interdisciplinary				
Innovative				

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

Pattern	Number of programmes
Semester	04

Trimester	
Annual	

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

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

**Please provide an analysis of the feedback in the Annexure*

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

The new academic session 2014 - 2015 saw the affiliating university introduce the CBCS or Choice Based Credit System. This decision was taken by the syndicate members to help students gain the benefits of students from autonomous institutes and university status institutes. Under the new system ECA and CCA (Extracurricular and Co curricular Activities) students could score 50 marks and gain credits based on the marks. Internal Assignment was for 50/30 marks as the case may be.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
13	07	06	--	--

2.2 No. of permanent faculty with Ph.D.

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
		10						10	

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
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Attended		05	04
Presented papers	02	06	
Resource Persons		01	

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

Increased accessibility to ICT and facilitating teaching through Webinar.

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

186 days

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

As part of the CBCS, the evaluation of the Internal Assessment has been introduced in an objective manner. Records of the two compulsory unit tests, Assignments, Seminars presented by students and attendance are maintained and marks awarded accordingly.

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

BOS -01

2.10 Average percentage of attendance of students

82 %

2.11 Course/Programme wise distribution of Pass Percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
I SEM B.Com	299		96	101	18	72%
II SEM B.Com	297		77	53	22	51%
I SEM BBM	40		9	10	3	55%
II SEM BBM	38		4	4	2	26%
I SEM B.A	32		11	6	5	69%
II SEM B.A	30		8	10	5	77%
I SEM B.Sc	19		7	7	-	74%
II SEM B.Sc	19		7	1	-	42%
III SEM B.Com	222		60	68	23	68%
IV SEM B.Com	218		99	51	21	78%
III SEM BBM	35		15	7	-	60%
IV SEM BBM	35		9	6	3	51%
III SEM B.A	18		6	6	1	72%
IV SEM B.A	21		5	6	2	62%
III SEM B.Sc	12		2	5	-	58%

IV SEM B.Sc	12		3	2	-	42%
V SEM B.Com	216		122	50	20	89%
VI SEM B.Com	216		150	39	10	92%
V SEM BBM	27		5	7	5	63%
VI SEM BBM	27		18	7	-	92%
V SEM B.A	36		9	17	1	75%
VI SEM B.A	31		15	11	3	94%
V SEM B.Sc	11		9	1	-	91%
VI SEM B.Sc	11		7	-	-	63%

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

- a) Ensures timely, efficient and progressive performance of academic tasks
- b) Charting out Calendar of Events
- c) Overseeing the R& D department and insisting on lecturers registering for Ph.D and ISBN publications
- d) Optimizing and integrating modern methods of teaching and learning
- e) Provides a sound basis for decision-making to improve department functioning
- f) Arranging for Parent Welfare Centre Periodical interfaces to update parents
- g) Arranging for feedback responses from students, parents and alumni
- i) Make timely recommendations for quality changes in academic, co-curricular and extra-curricular activities and enhancing infrastructure
- j) Arranging for conduct of seminars-state and national level
- k) Providing guidelines for mentoring and monitoring the process of dissemination of various committees' responsibilities

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	Entire staff
Faculty exchange programme	

Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	
Others (Syllabus related workshops)	09

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	01			04
Technical Staff	02			02

Criterion – III

3. Research, Consultancy and Extension

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

The IQAC has taken various measures to sensitize and promote research climate in the Institution. This is done at three levels – at the college level, faculty level and at the student level:

At the College level: * A proposal has been made for each department to subscribe to at least one journal.

*The college facilitates the participation of faculty and students in seminars and conferences by paying the registration fee.

At the Faculty level: *The IQAC has requested faculty to present papers based on research findings.

*It has highlighted the need for faculty to publish papers in Journals and has created awareness of Journals which are asking for papers for publication.

At the student level: *The IQAC has publicized intercollegiate fests which call for paper presentations by students and encourages the students to participate, with the guidance of faculty.

*It has requested the Department heads to introduce all the students in some way or other to research [for example, mini projects] even if it has not been prescribed by the University.

3.2 Details regarding major projects

There are no major projects being undertaken at present.

3.3 Details regarding minor projects

There are no formal mini projects in progress. However, the BBM, Computer Science and Psychology students all have project work as part of their curriculum. The faculty members in the respective departments serve as project guides. These projects are self financing.

3.4 Details on research publications

	International	National	Others
Peer Review Journals			
Non-Peer Review Journals			01
e-Journals	01		
Conference proceedings			01

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 organizations

There are no funds at present either sanctioned or received from outside sources.

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

ii) Without ISBN No.

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number		01 [proposed to be held in July]			
Sponsoring agencies					

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in Lakhs:

From Funding agency From Management of University/College

Total

3.16 No. of patents received this Year.

There are no patents received this year.

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

No research awards or recognition was received by faculty of the institution.

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 State level

National level International level

3.24 No. of Awards won in NCC:

University level State level

National level International level

3.25 No. of Extension activities organized

University forum	Nil	College forum	03		
NCC	NA	NSS	03	Any other	Nil

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

Various activities were undertaken during the course of the year to promote social responsibility among the students. The following are the main extension activities.

- Visit to the Asha Deep and Angel orphanages
- Visit to Old age home – Kristu Seva
- Course wise visit to Anganwadi / schools
- Blind fold rally to promote eye donation
- Rally to protest against sexual harassment of a school girl
- Seminar on Traffic Etiquette.
- Visit to a village to teach basics of Computer Science for High School Students.

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	11922sqmts	Nil	-	11922sqmts
Campus area Built area	3546sqmts			3546sqmts
Class rooms	23	-	-	23
Laboratories	05	-	-	05
Seminar Halls	03	-	-	03
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	-	-	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-	-	-
Others	-			

4.2 Computerization of administration and library

The functioning of library is fully computerized. The administration section is partially computerized.

4.3 Library services:

	Existing	Newly added	Total
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	No.	Value	No.	Value	No.	Value
Text Books	8688	1379237	1194	198353	9882	1577590
Reference Books	560	200606	196	66096	756	266702
e-Books	-	-	-	-	93809	-
Journals	01	1500	05	7290	06	8790
e-Journals	-	-	-	-	6247	-
Digital Database	Easy lib	62800	updated	4637	-	67437
CD & Video	47	13122	-	-	47	13122
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	117	04	117	23	23	05	02	-
Added	18	-	18	13	13	01	02	-
Total	135	04	135	36	36	06	04	-

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

Training is given to teaching and non-teaching staff as and when required. The computer Science Department assists in this. Training is given to the students by the faculty according to their requirements.

4.6 Amount spent on maintenance in Lakhs :

i) ICT

3,67,155

ii) Campus Infrastructure and facilities

6,32,715

iii) Equipments

97,000

iv) Others

4,39,368

Total :

15,36,238

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The IQAC members are enhancing awareness about Student Support Services by overseeing the functioning of various cells which have been formed for various aspects of student life. These cells focus on student well being. Apart from this students representatives are in each cell to put fourth their views and suggestion which can be given to IQAC committee.

5.2 Efforts made by the institution for tracking the progression

- Mentor – During college stay the mentors keep track of the students progression
- Alumni – The Alumni Committee constantly keeps in touch with the passed out students and update the records.
- Parent- Relation Centre- Parents of the Fresher’s are called and oriented about the university system of assigning internal assessment marks. The responsibilities of the parents and students are highlighted during this orientation

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1056	--	-	-

(b) No. of students outside the state

37

(c) No. of international students

Nil

Men	No	%	Women	No	%
	-	-		1056	100%

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
762	163	06	101	03	1032	721	204	07	121	03	1056

Demand ratio 2:1(Approx)

Dropout % 7.0%

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

Presently the support mechanism for coaching for competitive exams is by providing necessary books to students for preparing for exams as well as arranging some orientation programs.

No. of students beneficiaries

100 approx

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

The placement Committee takes measures to organize programmes and conduct classes for the students for their future progress:

1. Skill Development certificate classes conducted by NSDC
2. Pre- Placement Training program (certificate course) by Learning Compass
3. THOLONS from NSDC - input session regarding information technology
4. Seminar on Banking jobs and recruitment
5. TCS conducts employability training classes for SC/ST and Financially Challenged students and after the program with the interview the deserving students are provided with placement.
6. Azure Consultancy conducted a career guidance program for all the present final year students.

No. of students benefitted

300 approx

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
TCS(2013-14)	45	08	----
HKBK Job Fair		---	02
Vee Technologies	50	07	--
Jettking Job Fair	100	20(for Final round)	---
Fivebrosis const (for Infosys)	44	27	03

5.8 Details of gender sensitization programmes

The women cell conducts various gender sensitization programmes highlighting women's issue. In this academic year the students participated in two such programmes

- Topic: 1. Abortion and human trafficking on 21th August 2014
2. State level conference on Euthanasia on 23th January 2015

5.9 Students Activities

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

State/ University level	1. Kho-kho 13 students 2. Throw ball 12 students	National level	01	International level	Nil
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5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	23	1,07,000
Financial support from government	140	7,41,621
Financial support from other sources	61	6,72,052
Number of students who received International/ National recognitions	-	-

5.11 Student Organized / Initiatives

Fairs : State/ University level Nil National level Nil International level Nil

Exhibition: State/ University level Nil National level Nil International level Nil

5.12 No. of social initiatives undertaken by the students 01

5.13 Major grievances of students (if any) redressed:

1. PT hour was made compulsory for all the classes redressing one of the major grievances of students.
2. Classrooms furnished with fans on the top floor.

Criterion- VI

Governance, Leadership and Management

6.1 State the Vision and Mission of the Institution

Vision

Empowered by God and dedicated to our motto of “Love and Service”,to broaden perspectives and awaken the national consciousness of women through quality education.

Mission

In fulfillment of its vision, S F G C is committed to fostering academic excellence, moral uprightness, aesthetic sensibilities, social skills, physical fitness and spiritual growth.

Objectives

With the above mission, the programme and activities of the Institution are specifically designed and developed in order to:

- Set and achieve high standards in academics so as to cater to the professional requirements of the competitive world.
- Generate a spirit of enquiry, innovation and self development.
- Create young leaders for tomorrow's India.
- Strengthen and engender moral values as the nucleus of the personality.
- Inculcate leadership and interpersonal skills.
- Foster compassion towards the needy and nurture social commitment.
- Tap achievement orientation through healthy competitions and challenges.
- Foster religious harmony and conscientise God's presence.
- Involve students in community service and thereby promote social justice and national integration.
- Train students to be physically fit so that they have a healthy body and a sound mind.

6.2. Does the Institution have a management Information system?

Yes. The Principal regularly updates the management on the functioning of the Institution. Besides periodic governing body meetings are conducted in which the management members are present. Once in three months a news letter is sent to the Management highlighting the activities and programme organized.

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

6.3.1 Curriculum Development: Depute staff to be part of the syllabus committee meetings of the University

6.3.2 Teaching and Learning

- ❖ Intradepartmental fests based on the subjects
- ❖ ICT more accessible to students in Library
- ❖ Seminar Hall with LCD projector
- ❖ Feedback from the students by the Principal and the faculty themselves and the information is used as needed
- ❖ PTA meeting
- ❖ Research oriented minor projects
- ❖ Industry visit
- ❖ Exhibitions held by various departments to inculcate a scientific and artistic culture pertaining to their syllabus

6.3.3 Examination and Evaluation

- ❖ Compulsory Tests are conducted taking certain percentage for the Internal Assessment (I.A) marks . Records maintained
- ❖ Assignments made mandatory for the I.A Marks
- ❖ Pre- final Exams compulsory

6.3.4 Research and Development

- ❖ Projects are encouraged in all streams
- ❖ Seminars and paper Presentations by faculty at state and national level seminars
- ❖ Faculty is encouraged for Research and Paper publications in national and international journals

6.3.5 Library, ICT and Physical Infrastructure/Instrumentation

1194 books added

- ❖ Journals 05
- ❖ Reference books 196
- ❖ Book Bank for the financially Challenged increased internet access for project work
- ❖ Up gradation of labs

6.3.6 Human Resource Management

- ❖ Committees for the entire student body as well as department wise
- ❖ (Faculty Development Programme (F.D.Ps) and Orientation seminars attended by the faculty are shared in staff meetings to benefit all.

6.3.7 Faculty and Staff Recruitment

Work load for each subject is analyzed in advance, prior to the commencement of the academic year. Applications were invited, scrutinized and shortlisted. Candidates were called for interview and demo class to ensure quality in teaching and thus to facilitate learning.

6.3.8.Industry Interaction/ Collaboration

- ❖ Industry visit
- ❖ Placement cell in charge of Career guidance seminars, skill development certificate courses and placement

6.3.9 Admission of Students

I. Information to the public through the College Website:

- ❖ The courses available in the institution
- ❖ The application issue date
- ❖ The application submission date
- ❖ The information regarding the display of selected candidates
- ❖ The date of admissions
- ❖ II. The above information is displayed on the college notice board

II. College Prospectus

III. Career guidance prepared and conducted by the respective subject faculty for the II year PUC students of our College and few other colleges where in courses available in the college are informed thus inviting and encouraging the students to pursue higher education here.

IV. A banner is placed at the college gate with details of courses and information regarding admission

V. Distribution of Pamphlets with details of courses and admission procedure during CET exams and II PUC results

6.4 Welfare schemes for Teaching faculty: P.F. and Medical Insurance

Non Teaching Staff: P.F. and Medical Insurance

Students: Scholarships for deserving students

(fees paid in installment)

6.5 Total corpus fund generated: 5 Lakhs

6.6 Whether annual financial audit has been done ? yes

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

Audit type :

Yes .Academic Internal

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

Yes

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

- ❖ Valuation made mandatory for the eligible faculty by the university
- ❖ Students from the Annual scheme who had not cleared in various subjects were given another chance

6.11 Activities and support from the Alumni Association

Certain sensitization Programmes:

-Eye donation awareness programme

- Alumni who are working in various companies promote recruitment opportunities for the students

- help in generating funds for cultural fest

6.12. Activities and support from the Parent – Teacher Association

- ❖ Some of the parents who are in government departments volunteer to give advice and willing to support us in their respective capacities.
- ❖ Regular interaction and communication has ensured their support in realizing Institution's goals toward quality and consistency.

6.13 Development programmes for support staff

- ❖ To better their lives- health , hygiene, saving etc
- ❖ To carry out their duties more effectively – soft skills

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

New saplings have been planted.

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.

- Sending sms to parents of absentees every hour – aimed at making the parents aware of their wards absence and to prevent late coming
- PTA meeting for parents and guardians of first year students to explain the choice based credit system which has been introduced from this academic year by the University
- Public address system making it easier to address all the students simultaneously to inform them about important updates
- NSS was converted into a full unit
- Regular visits to Asha Deep orphanage.
- Bulk sms facility to inform students and parents about important events such as collection of hall tickets.
- Booklets provide for preparatory examinations making it more user friendly.
- Renewed emphasis on extracurricular and co curricular activities.

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

At the beginning of the academic year, the following proposals were put forth and have been implemented.

- SMS to parents/ guardians regarding absence, late coming of their daughter/ward.
- Shortage of attendance informed on a monthly basis.
- Compulsory test the marks on which contribute to the internal assessment marks.
- Criteria for determining internal assessment have been made more objective.
- Calendar of events which was determined at the beginning of the year has been followed ensuring that all the planned activities have been completed, even if there was some variation in the dates.
- Department wise action plans which included a guest lecture and co curricular activities in each department

7.3 Give two Best Practices of the institution.

Best Practices

Title of the Practice:

- Inculcating Social Responsibility
- Monitoring attendance

Goals:

- The aim of the practice of regular visits to the orphanage is to foster Institutional Social Responsibility. Though the Institutions awareness of inculcating a sense of giving back to society did not start in the recent past, it has been given a fresh impetus in this academic year. Visits to Asha Deep, an orphanage, have been made mandatory for all the students of the Institution. This is to give an opportunity for all the students to involve in helping those who are less fortunate in some ways.
- The aim of monitoring attendance more stringently is to ensure that no student is found ineligible to sit for the University examination due to lack of the required attendance. It is also to enable those who have a genuine reason to make up for their attendance shortage so that they can get the minimum attendance required as stipulated by the Bangalore University, to be eligible to write their examinations.

The Context:

- Social responsibility is the responsibility of every student for his/her actions. It is a commitment every person has towards society – contributing towards social, cultural, and ecological causes. Contributing to philanthropic causes is beneficial as it encourages a person to focus on others instead of giving importance only to those areas which may contribute to one's material interests. To make our students well rounded individuals, it is important to stress on the "giving back" aspect as well. This is in keeping with the College motto of 'love and service'. Thus, since this is an offshoot of a person's ethics, it is a natural result of value based education, which was highlighted formerly as a best practice. It is only right that the Institution assists each student in meeting this goal by providing opportunities to get involved with the less fortunate.
- During the course of the years, it has been found that at times students do not take their attendance seriously enough and fail to take note of their shortage of attendance. The Bangalore University stipulates that a student should have 75% of attendance to be eligible to sit for the University Examination. To draw their attention to this important aspect of student life, it was felt that some innovative measures needed to be taken. The sms facility was incorporated into the college website where lecturers could send an 'absent' message along with information regarding the hour and subject that was missed, to the parent of guardian. This was also aimed at controlling late coming. Besides this, shortage of attendance on a monthly basis was tabulated and signed by the students. Thus students were made aware of the status of their attendance on a regular basis, giving them an opportunity to make up for shortage by being regular. In cases where attendance could not be made up by regular attendance alone [for example extended absence due to illness] the students have the added facility of making up for attendance by sitting in the library for the required number of hours. This is to enable them to get at least the minimum attendance required to take up the examination.

The Practice:

- Social responsibility is an ethical framework which suggests that an entity, be it an organization or individual, has an obligation to act for the benefit of society at large. The individual social responsibility includes the engagement of each person towards the community where he or she lives, which can be expressed as an interest towards what's happening in the community, as well as in the active participation in the solving of some of the local problems. These only form part of ISR, which is a broader concept that can be manifested through action as below:
- Philanthropic behaviour of an individual
 - The campaigner, volunteer and activist instinct in the individual that picks-up and supports issues affecting the society.

To fulfill the former each stream selected an Anganwadi or school to which the students took turns to visit over the course of the year, to spend time with the children, play with them and tutor them, making learning a fun experience. In this academic year, it was felt that this practice could be streamlined further. An orphanage was selected and all the students along with their class mentor took turns to visit, spending one hour with the children every Monday. This ensured that the entire college was involved in the endeavour. Social interaction is an effective method for learning about different types of individuals and gaining understanding, respect and tolerance for each other.

The latter was initiated by going for a silent protest march to condemn the sexual attacks against school girls.

- Attendance is one of the prerequisites for successfully completing higher education. The Bangalore University stipulates that a student should have a minimum of 75% attendance in each subject to be eligible to appear for the University examination. Attendance policies are put in place because attendance plays a key role in a student's academic performance. The Regulation providing minimum 75 attendance is for the advantage of the students of a qualitative education. Attendance is necessary to achieve academic discipline and scholastic excellence. In fact it is the foundation for any course of study. Recognizing its importance, the Regulations provide for a minimum attendance.

The College is responsible to ensure that these requirements are met and feels obliged to go beyond the call of duty to make students aware of this so that they do not needlessly miss their examinations. Various measures were adopted.

- Sms regarding absence was sent to parents or guardians each hour. This was to make them aware of their daughters / wards absence or late arrival in class so that if it was unauthorized they can take the necessary steps to nip it in the bud.
- At the end of every month, class mentors tabulated the attendance of all student who had less than 85% attendance in any subject and got their signature as proof that they were made aware of the same. In extreme cases, the parent / guardian was called so that they could be forewarned.
- Those with genuine reasons such as absence due to ill health were permitted to make up for their shortage by sitting in the library after classes or during free hours. These hours were then added to the next month's attendance.
- At the end of the semester, those who still have shortage are permitted to make it up by sitting in the library if the reason was genuine and if the shortage is not acute. The final list is made keeping 75% attendance requirement in mind.

- The internal assessment marks is also determined by providing weightage to the attendance component of the student. This is to motivate students to be regular and to reward students for their regularity.

Evidence of Success:

Initial evaluations suggest that these two practices have been successful.

- Students have taken interest and initiative in visiting the orphanage. Each group puts in effort to decide how best they can interact with the children and what role they can play. Some students who have been absent on the allotted day have even gone as far to request that they be given permission to go with another group. Thus, the students do not feel the process is a burden. Once they have been introduced to the concept, they are more than ready to give back a little of what they have received.

The protest march too was an eye opener to many students who felt that they could voice their views and opinions about social evils, demanding a redressal in a civilized way. It brought home the fact that wrongs prevail when people fail to speak out against them.

- The more stringent monitoring of attendance has led to a decrease in the number of students with shortage of attendance which in itself is witness to the success of the practice. This in turn has led to less unpleasantness at the end of the semester for the attendance committee and the parents who would otherwise have to repeatedly meet the concerned mentors and at times the Principal to explain the absence of their daughter or ward so that the shortage of attendance could be condoned.

Problems encountered and resources required:

When introducing something new, obstacles are expected and extra resources are required.

- Initially it was thought that it would be difficult to get the students to go after classes to the orphanage. There was some resistance at the beginning. To make as things easier an orphanage that was at a walk able distance from the college was selected so that commuting would not entail extra expenses. Since the entire college was involved, the onus was not on only a few students going every week. However a small sacrifice in terms of time was necessary on the part of the students and mentors to make the practice work. Once the students started going, they found that they did reap benefits as well. Another hurdle was coordinating the efforts to see that there was some consistency in what each group of students did so that the children at the orphanage benefited as much as possible.
- To facilitate sending of SMS, software had to be installed and the relevant student data had to be entered. In the beginning the lecturers felt that it would require extra time to send the SMS at the end of each hour but once they got into the habit of doing so it became part of the normal college day.

7.4 Contribution to environmental awareness / protection

Several initiatives have been taken to contribute to environmental awareness and protection.

- Awareness and implementation of plans to keep the classrooms and campus clean and to conserve energy by switching off lights and fans when not required.
- New saplings have been planted.
- Vana Mahotsav by the NSS.
- There is a proposal to make the campus a 'Plastic free' zone.

7.5 Whether environmental audit was conducted? Yes No

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

The SWOC Analysis of the Institution is as follows:

Strengths:

Social accreditation

Lecturers on BoE and BoS

Projects done by students

Lecturers attending FDPs and seminars

Strong value based education

Promoting an optimistic view of life through thought for the day and daily prayer

Weaknesses:

Number of programs offered

E-Teaching facilities

Placement

Number of library books

Generating funds

Not much focus on games and intercollegiate tournaments

Medical facilities

Opportunities:

To increase the number of certificate courses

To increase the use of technology in teaching

To start a PG course

Challenges:

To increase the scope for research

To keep the existing courses functioning

To reduce the attrition rate

To develop tie ups and MoUs with industry

ANNEXURE – I

Calendar of Events 2014 -2015

25 th June 2014	- College reopens - II & III year Prayer and Orientation
1 st July 2014	- College reopens – I year prayer & orientation
2 nd July 2014	- Dr. Sheshagiri –Input Session for Lecturers on “Professionalism in Teaching”
4 th July 2014	- Election of Class Representatives – II & III year
11 th July 2014	- Election of Class Representatives – I year
18 th July 2014	- Election of Students Union
21 st July 2014	- Traffic Ettiquet Class for all I & II year.
23 rd July 2014	- Holy Mass for Catholic students
2 nd and 3 rd Aug 2014	- Retreat for Catholic students
7 th Aug 2014	- Investiture Ceremony
12 th and 14 th Aug 2014	- Talentia
4 th Sept 2014	- Guest Lecture - Computer Science Department
5 th Sept 2014	- Teachers Day
6 th Sept 2014	- Alumni Gathering
10 th and 12 th Sept 2014	- Science Fest
16 th Sept 2014	- Commerce Guest Lecture
18 th Sept 2014	- Submission of Pre-final Question Papers
29 th Sept 2014	- Pre-final Examination
15 th Oct 2015	- Parents – Teacher Meeting
7 th Nov 2015	- Bangalore University Exam
15 th Dec 2014	- College reopens for even semester
10 th Jan 2015	- Parent Interactive Session

16 th and 3 rd Feb 2015	- NSS Programme Officer and 3 students attended a NSS National Mega Camp at Assam
29 th and 30 th Jan 2015	- Sports Day
5 th and 6 th Feb 2015	- EPOCH 2015
14 th Feb 2015	- Sports Prize Distribution
23 rd and 27 th Feb 2015	- Commerce Fest
2 nd March 2015	- Psychology Guest Lecture
3 rd March 2015	- Optional English Guest Lecture
4 th & 5 th March 2015	- Humanities Fest
6 th March 2015	- Journalism Guest Lecture
2 nd and 7 th March 2015	- Dress Code Week
10 th March 2015	- Commerce Guest Lecture
14 th March 2015	- Pre-final Examination
26 th and 27 th March 2015	- National Workshop on Robotics - Department of Computer Science
1 st April 2015	- Graduation Day
4 th and 5 th April 2015	- National Robotics Championship - at IIT Bombay
6 th April 2015	- PT Meeting

ANNEXURE – II

Student's feedback on the course - 2014 -2015

I. Report on B.A. Course Feedback

The feedback on the B.A. course consisting of a combination of three subjects namely Psychology, Optional and Journalism was taken from the final semester students. Following are the results obtained:

1. Depth of course content including project work if any.
66% responded with Very Good
29% Good
05% Satisfactory
2. Extent of coverage of course.
71% Very Good
29% Good
3. Applicability / relevance to real life situations.
54% Very Good
46% Good
4. Learning Values (in terms of knowledge, concepts, manual skills, analytical abilities, and broadening perspectives)
80% Very Good
20% Good
5. Clarity and relevance of textual reading material.
69% Very Good
31% Good
6. Relevance of additional source material (Library).
32% Very Good
51% Good
17% Satisfactory
7. The syllabus of each course was:
86% Adequate
14% Challenging
8. Was the course easy of difficult to understand?

49%	Easy
46%	Manageable
05%	Difficult

9. How much of the syllabus was covered in class?

89%	85 to 100%
11%	70 to 85%

10. What is your opinion about the library material and the facilities for the course?

20%	More than adequate
74%	Adequate
06%	Inadequate

11. To what extent were you able to get material for the prescribed readings?

57%	Easily
43%	With some difficulty

12. The teacher's approach can be best described as:

97%	Always courteous
03%	Sometimes rude

13. Internal assessment was:

89%	Always fair
08%	Sometimes unfair
03%	Sometimes fair

14. What effect do you think the internal assessment will have on your course grade?

91%	Helps to improve
03%	No special effect
06%	Sometimes effective

15. How do you rate the student – teacher relationship?

86%	Good
11%	Satisfactory
03%	Poor

16. How do you find the administrative staff?

46%	Very helpful
51%	Helpful
03%	Unhelpful

17. Has your time in the college been intellectually stimulating?

94%	Yes
03%	Marginally
03%	No

18. Do you have adequate access to computers?

52%	Yes
37%	Marginally
11%	No

In sum, the course feedback was positive in most respects. The students were satisfied with the knowledge they gained as a result of studying the course and its relevance to day to day life. Most felt that it was at least manageable to study with the required effort on their part.

A majority of the students agreed that the lecturers covered most of the syllabus in class and that the relationship between student and teacher was good. Teachers are fair in assigning grades for internal assessment.

Most agreed that the office staff were helpful. The library material is also adequate. Since access to computers was a slight problem, the college has tried to rectify this by providing more computers for the use of students.

On the whole, most students felt that their time in college was a learning process as it was intellectually stimulating.

ii. Report on B.Sc. Course Feedback

The feedback on the B.Sc course consisting of a combination of three subjects namely Physics, Mathematics and Computer Science was taken from the final semester students. Following are the results obtained:

1. Depth of course content including project work if any.

63%	responded with	Very Good
33%		Good
04%		Satisfactory

2. Extent of coverage of course.

74%	Very Good
26%	Good

3. Applicability / relevance to real life situations.

48%	Very Good
52%	Good

4. Learning Values (in terms of knowledge, concepts, manual skills, analytical abilities, and broadening perspectives)

80%	Very Good
20%	Good

5. Clarity and relevance of textual reading material.

65%	Very Good
35%	Good

6. Relevance of additional source material (Library).

32%	Very Good
51%	Good
17%	Satisfactory

7. The syllabus of each course was:

70%	Adequate
30%	Challenging

8. Was the course easy or difficult to understand?

36%	Easy
46%	Manageable
18%	Difficult

9. How much of the syllabus was covered in class?

90%	85 to 100%
10%	70 to 85%

10. What is your opinion about the library material and the facilities for the course?

20%	More than adequate
74%	Adequate
06%	Inadequate

11. To what extent were you able to get material for the prescribed readings?

75%	Easily
25%	With some difficulty

12. The teacher's approach can be best described as:

90%	Always courteous
10%	Sometimes rude

13. Internal assessment was:

89%	Always fair
08%	Sometimes unfair
03%	Sometimes fair

14. What effect do you think the internal assessment will have on your course grade?

91%	Helps to improve
03%	No special effect
06%	Sometimes effective

15. How do you rate the student – teacher relationship?

85%	Good
15%	Satisfactory
00%	Poor

16. How do you find the administrative staff?

40%	Very helpful
51%	Helpful
09%	Unhelpful

17. Has your time in the college been intellectually stimulating?

91%	Yes
06%	Marginally
03%	No

18. Do you have adequate access to computers?

68%	Yes
32%	Marginally
00%	No

The course feedback was positive in most respects. The students were satisfied with the knowledge they gained as a result of studying the course and its relevance to day to day life. Most felt that it was at least manageable to study with the required effort on their part.

A majority of the students agreed that the lecturers covered most of the syllabus in class and that the relationship between student and teacher was good. Teachers are fair in assigning grades for internal assessment.

Most agreed that the office staff were helpful. The library material is also adequate.

On the whole, most students felt that their time in college was a learning process as they were motivated to study well and perform well.

iii. Report on B.B.M. Course Feedback

Almost 67% of students agree the depth of the course content including project work is very good and 33% felt it is good. 86% agreed that the coverage of course is very good and good as per 14% of students. 63% of students accept the applicability or relevance is very good but the rest 37% says it's just good.

Nearly 87% feels the learning values in terms of knowledge, concepts, manual skills, analytical abilities and broadening perspectives are very good whereas 13% rated as good. Clarity and relevance of textual reading material is very good as per 67% and good as per 33% of students. Only 47% feels library is very good, and 47% has rated as good and 6% as satisfactory. Syllabus was adequate for 73% and challenging for rest 27%.

The course was easy only for 43% and others managed with the course. 90% students says more than 3/4th of syllabus is covered in the class and 10% says only 70% to 80% is covered in class. Almost 80% of students were easily getting the material for prescribed reading. Only 13% has given grade A for library material and facilities for the course. 80% of students have graded 'B' and 7% as satisfactory. Easily 87% of students managed for prescribed reading and the rest 13% couldn't. Teachers were very courteous as per 90% of students and only 3% says teachers are sometime rude towards the students and 7% cannot say. Internal assessment was fair for 95% and sometimes unfair for 5% of students.

All have agreed that internal assessment helps them to improve in the academics. 97% feels the relationship is very good between a teacher and students. Administrative staffs are helpful but not very helpful as per 45% students. 80% of students have very good time in college been intellectually stimulative and almost 86% agrees that they have adequate access to computer.

iv. Report on B.Com. Course Feedback

Almost 57% of students agree the depth of the course content including project work is very good and 43% felt it is good. 76% agreed that the coverage of course is very good and good as per 24% of students. Only 23% of students accept the applicability or relevance is very good but the rest 77% says it's just good.

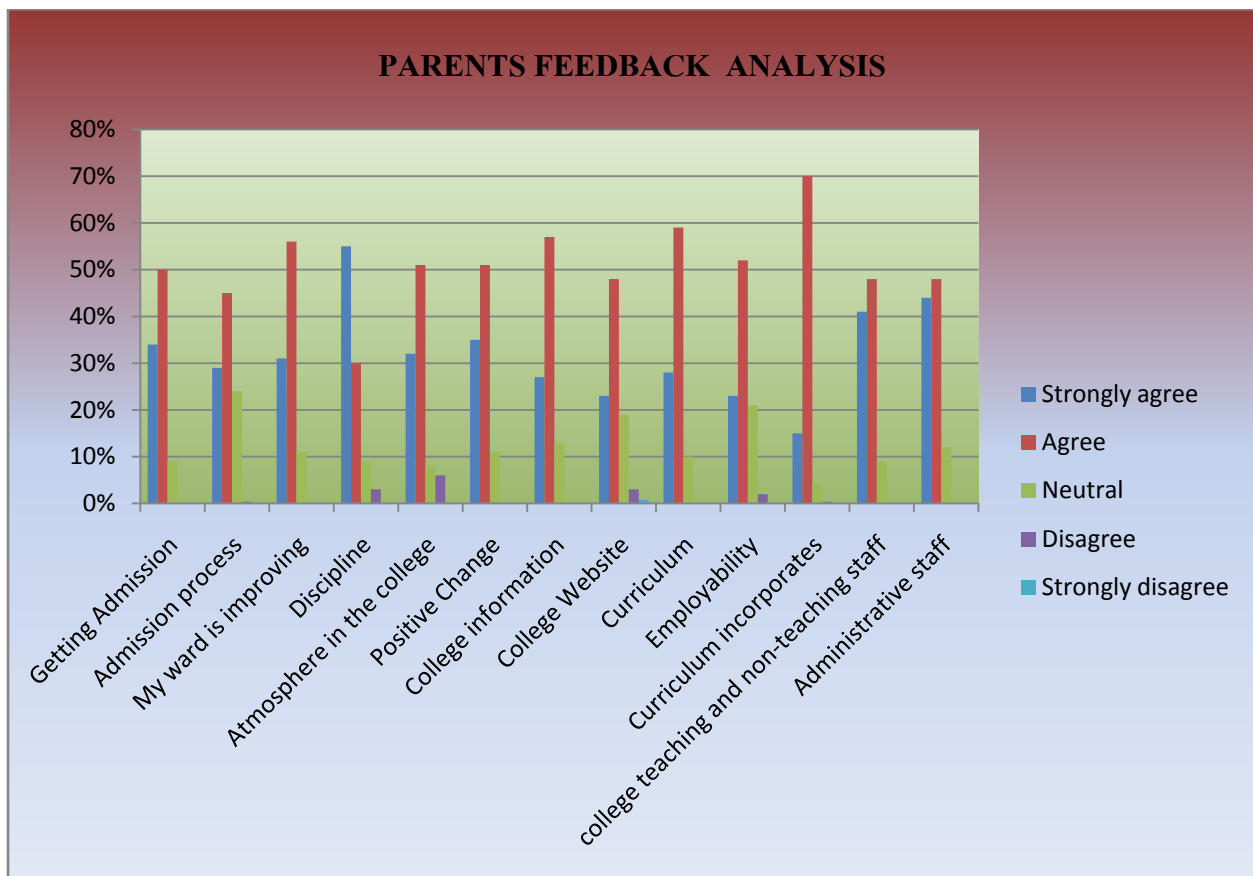
Nearly 77% feels the learning values in terms of knowledge, concepts, manual skills, analytical abilities and broadening perspectives are very good whereas 23% rated as good. Clarity and relevance of textual reading material is very good as per 57% and good as per 43% of students. Only 37% feels library is very good, and 57% has rated as good and 6% as satisfactory. Syllabus was adequate for 63% and challenging for rest 37%.

The course was easy only for 33% and others managed with the course. 80% students says more than 3/4th of syllabus is covered in the class and 20% says only 70% to 80% is covered in class. Almost 80% of students were easily getting the material for prescribed reading. Only 13% has given grade A for library material and facilities for the course. 80% of students have graded 'B' and 7% as satisfactory. Easily 77% of students managed for prescribed reading and the rest 23% couldn't. Teachers were very courteous as per 90% of students and only 3% says

teachers are sometime rude towards the students and 7% cannot say. Internal assessment was fair for 90% and sometimes unfair for 10% of students.

All have agreed that internal assessment helps them to improve in the academics. 90% feels the relationship is very good between a teacher and students. Administrative staffs are helpful but not very helpful as per 75% students. 80% of students have very good time in college been intellectually simulative and almost 74% agrees that they have adequate access to computer.

II. Report on Parent Feedback – 2014 – 2015



The format of the Questionnaire given to the Parents for which the data is shown in the graph is as follows:

Sl. No	Particulars	Strongly agree	Agree	Neutral	Disagree	Strongly disagree
1.	Getting admission in the College for my ward is a matter of pride for me.					
2.	The admission process in the College is fair.					
3.	My ward is improving her knowledge base through interaction with the Lecture of the College.					
4.	The discipline in the College is good.					
5.	The atmosphere in the College is good.					
6.	There is a positive change in the behavior of my ward after joining the College.					
7.	The College information is accessible to all.					
8.	The College website is very informative and regularly update.					
9.	The curriculum of the course is well designed and promotes learning experience of the students.					
10.	Employability is given focus in the curriculum design.					
11.	The curriculum incorporates recent developments in the area.					
12.	The College Facility Teaching & Non Teaching Cooperative are available for interaction.					
13.	The administration staffs are Co-operative					