

WAYANAMAC EDUCATION TRUST
DON BOSCO INSTITUTE OF BIO SCIENCES &
MANAGEMENT STUDIES
(Changed Name: Don Bosco Institute of Management
Studies & Computer Applications)
KUMBALAGODU,
BANGALORE

ANNUAL QUALITY ASSURANCE REPORT
OF
INTERNAL QUALITY ASSURANCE CELL
FOR THE YEAR 2014-15

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

I. Details of the Institution

1.1 Name of the Institution

Don Bosco Institute of Bio Sciences
& Management Studies

1.2 Address Line 1

Kumbalagodu ,

Address Line 2

Mysore Road,

City/Town

BENGALURU

State

KARNATAKA

Pin Code

560074

Institution e-mail address

directordbims@gmail.com

Contact Nos.

080-28437027

Name of the Head of the Institution:

Dr U.M.Premalatha

Tel. No. with STD Code:

080-28437027

Mobile:

9972005511, 9739790913

Name of the IQAC Co-ordinator:

Prof. Pandurangappa

Mobile:

9900097806

IQAC e-mail address:

directordbims@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

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/016 dated May 05 2014

1.5 Website address:

www.donboscobangalore.education

Web-link of the AQAR:

NIL

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	2.04	2014	5yr
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

27-08-2014

1.8 AQAR for the year (for example 2010-11)

2014 - 2015

1.9 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 Submitting for the first time after accreditation on 31-12-2018

1.10 Institutional Status

University	State	<input checked="" type="checkbox"/>	Central	<input type="checkbox"/>	Deemed	<input type="checkbox"/>	Private	<input type="checkbox"/>
Affiliated College	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>				
Constituent College	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>				
Autonomous college of UGC	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>				
Regulatory Agency approved Institution	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>				

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

Type of Institution	Co-education	<input checked="" type="checkbox"/>	Men	<input type="checkbox"/>	Women	<input type="checkbox"/>
	Urban	<input checked="" type="checkbox"/>	Rural	<input type="checkbox"/>	Tribal	<input type="checkbox"/>
Financial Status	Grant-in-aid	<input type="checkbox"/>	UGC 2(f)	<input type="checkbox"/>	UGC 12B	<input type="checkbox"/>
	Grant-in-aid + Self Financing	<input type="checkbox"/>	Totally Self-financing	<input checked="" type="checkbox"/>		

1.11 Type of Faculty/Programme

Arts	<input type="checkbox"/>	Science	<input checked="" type="checkbox"/>	Commerce	<input checked="" type="checkbox"/>	Law	<input type="checkbox"/>	PEI (Phys Edu)	<input checked="" type="checkbox"/>
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TEI (Edu)	<input type="checkbox"/>	Engineering	<input type="checkbox"/>	Health Science	<input type="checkbox"/>	Management	<input checked="" type="checkbox"/>
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Others (Specify)

Language departments such as
Kannada, Hindi

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

Bangalore University

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

Autonomy by State/Central Govt. / University

NA

University with Potential for Excellence

NA

UGC-CPE

NA

DST Star Scheme

NA

UGC-CE

NA

UGC-Special Assistance Programme

NA

DST-FIST

NA

UGC-Innovative PG programmes

NA

Any other (*Specify*)

MBA programme
approved by
AICTE

UGC-COP Programmes

NA

2. IQAC Composition and Activities

2.1 No. of Teachers

06

2.2 No. of Administrative/Technical staff

2

2.3 No. of students

0

2.4 No. of Management representatives 2

2.5 No. of Alumni

0

2.6 No. of any other stakeholder and
community representatives

0

2.7 No. of Employers/ Industrialists

0

2.8 No. of other External Experts

2.9 Total No. of members

10

2.10 No. of IQAC meetings held 02

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

NA

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

(2 Seminars for UG, 1 workshop for UG and 2 workshops for PG)

(ii) Themes

Syllabus oriented orientation programmes were held at class level

2.14 Significant Activities and contributions made by IQAC

Due to expansion of Higher Education of India in terms of size of the network and enrolment therein, problems like communication gap between different stakeholders, lack of support services to the students and promotion of research activities, non availability of infrastructure and learning resources developed over the years. To consider these problems and other related issues, National Action Plan of NAAC suggested that every accredited institution should establish an Internal Quality Assurance Cell (IQAC) as a post accreditation quality sustenance measure.

Guided by the suggestion of NAAC and considering the problems in HEI Don Bosco Institute of Bio Sciences and Management Studies established IQAC on 27-08-2014. It framed different plans for the development of our institution, for each academic year prepared a Plan of Action from 29-08-2014 onwards and suggested measures to implement these in order to sustain and enhance quality.

IQAC has concentrated on the Feed Back procedures as main tool of development and sustenance programme of the Institution. Accordingly IQAC of our College have identified some Best Practises such as Performance Appraisal of Teachers, Students' Feed Back, Parent-Teacher Association, Open Access System in Library, Academic Counselling etc.

The Feedback mechanism is a vehicle of reflecting social audit. In the Feedback system the opinion of the different stakeholder are taken in the form of quantification and data are collected and compared to chalk out plan and programme for future and to implement them. The underlying principle behind the Feedback system is the past and present results are the best guide in taking the decision in the right prospective. As a part of the social audit of the institution we have established a Parent – Teacher Association to establish a linkage between the society and institution. It is invaluable mechanism to prepare departmental and institution plan for development. The objective of Performance Appraisal of Teachers is to achieve self accountability of teachers.

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. Proposed to conduct exhibitions	1. Talent Exhibition was conducted during 2014-15
2. Proposed to blood donation programme	2. The programme was held on 6-2-2015
3. Proposed to visit orphanage	3. Visited Basava Gangothri on 10-10-2014
4. Proposed to improve results	4. Plan for identifying and motivating academically good performing students and improving academic inputs for securing university ranks was implemented.
5. To install Libsoft software for library	5. Software has been installed
6. To subscribe membership to DELNET	6. Membership of DELNET has been subscribed
7. To subscribe to UGC-N-List programme	7. Became the member of UGC – N-List programme
8. To purchase about 900 books to the library	8. 796 books were purchased at a cost of Rs. 202458
9. To subscribe to journals	9. Subscription to 9 journals is made at a total cost of Rs. 44400
10. To provide website to the college	10. College website is provided. Web address is: www.donboscobangalore.education at a total cost of Rs. 266934

11. To provide training to teachers in internet access, networking and E-Governance	11. BCA faculties trained our staff members in internet and other related matters
12. To motivate and maintain the academic excellence of our faculties	12. Faculties extended wholehearted cooperation in the year in completing the syllabus and also in conducting various curricular, co-curricular and extra curricular activities
13. To introduce mentoring system of monitoring the students	13. Mentoring system was effectively implemented and class wise mentors were nominated to monitor the progress of the students
14. To conduct lectures on career guidance to the students	14. Lectures on career guidance was held on the following dates: 08-10-2014, 14-01-2015
15. To conduct group discussion	15. GD was conducted on 04-07-2014
16. To conduct programme to the students to convey social evils of the society	16. Programme was organised on 05-11-2014
17. To conduct self defence training to the girl students	17. Self defence training to the students was conducted on 08-12-2014
18. To conduct poster competition on gender issues	18. Competition was held on 05-03-2015 and posters on issues relating to gender discrimination like rape, dowry,
19. To conduct blood donation programme	19. Blood donation programme was conducted on 06-10-2014 and 275 students volunteered in donating blood.

* Attach the Academic Calendar of the year as Annexure.



DON BOSCO INSTITUTE OF BIOSCIENCES & MANAGEMENT STUDIES

KUMBALAGODU, MYSORE ROAD, BANGALORE-74

Calendar of events –July 2014 to June 2015

Week No	Month	Day						No. of working Days	Activities	
		Mon	Tue	Wed	Thu	Fri	Sat			
1	July 2014		1	2	3	4	5		MBA	1 st Vanamahotsav: Plantation Program, Group discussion
									BBM	
									BCOM	
									BCA	
2	July	7	8	9	10	11	12		MBA	9 th Commencement of classes I, III & V Sem, Library Orientation Program for UG Students
									BBM	
									BCOM	
									BCA	
3	July	14	15	16	17	18	19		MBA	18 th Induction Day, Library Orientation Program for UG Students
									BBM	
									BCOM	
									BCA	
4	July	21	22	23	24	25	26		MBA	Add-on Courses
									BBM	
									BCOM	
									BCA	
5	July/Aug	28	29	30	31	1	2		MBA	2 nd Fresher's Day
									BBM	
									BCOM	
									BCA	

6	Aug	4	5	6	7	8	9		MBA	Guest Lecturer Speech
									BBM	
									BCOM	
									BCA	
7	Aug	11	12	13	14	15	16		MBA	14 th Monthly Attendance Display, 15 th Independence day celebration
									BBM	
									BCOM	
									BCA	
8	Aug	18	19	20	21	22	23		MBA	1 st Seminar for UG
									BBM	
									BCOM	
									BCA	
9	Aug	25	26	27	28	29	30		MBA	1 st Internal 25 th to 28 th & Mentor Meeting after Internal
									BBM	
									BCOM	
									BCA	
10	Sept	1	2	3	4	5	6		MBA	Parents Teachers Meeting 6 th Saturday, 2 nd -Teachers day(CC)
									BBM	
									BCOM	
									BCA	
11	Sept	8	9	10	11	12	13		MBA	12 th Re-opening of III Sem MBA classes 11 th , 12 th & 13 th Sports day, 9 th Library Orientation Program for UG Students
									BBM	
									BCOM	
									BCA	

12	Sept	15	16	17	18	19	20		MBA	
									BBM	Cultural Day, 15 th Monthly Attendance Display
									BCOM	
									BCA	
13	Sept	22	23	24	25	26	27		MBA	1 st Seminar on 27 th , 24 th Mahalaya Amavasye
									BBM	26 th Ethnic Day
									BCOM	
									BCA	
14	Sept	29	30	1	2	3	4		MBA	2 nd Gandhi Jayanthi, 3 rd Ayudha Pooja, 4 th Vijaya Dashami
									BBM	1 st National Blood Donation Day(Blood Donation Camp), Literary Computation(CC)
									BCOM	
									BCA	
15	Oct 2014	6	7	8	9	10	11		MBA	Viva-Voce 6th onwards 6 th – Commencement of Classes for 1 st SEM MBA
									BBM	8 th Valmiki Jayanthi, CSR -visit to orphanage home on 10 th , Guest Lecture
									BCOM	
									BCA	
16	Oct	13	14	15	16	17	18		MBA	15 th Monthly Attendance Display, 17 th – Induction Programme for I Sem MBA
									BBM	15 th Monthly Attendance Display, 17 th workshop for UG
									BCOM	
									BCA	

17	Oct	20	21	22	23	24	25	MBA	22 nd Naraka Chaturdashi, 24 th Bali Padyami
								BBM	
								BCOM	
								BCA	
18	Oct	27	28	29	30	31	1	MBA	1 st Kannada Rajyotsava
								BBM	2 nd Internal 27 th to 30 th & Mentor Meeting after Internal
								BCOM	
								BCA	
19	Nov 2014	3	4	5	6	7	8	MBA	1 st Internal 3 rd – 7 th
								BBM	Parents Teachers Meeting on 8 th Saturday after 2 nd Internal, 6 th Nov-2 nd Seminar for UG , Extension Activity
								BCOM	
								BCA	
20	Nov	10	11	12	13	14	15	MBA	15 th Monthly Attendance Display,
								BBM	14 th Muharrum Last Day,
								BCOM	15 th - Submission of Project report by V Sem BCA Students (soft copy in CD), 14 th Library Book Exhibition
								BCA	
21	Nov	17	18	19	20	21	22	MBA	17 th Nov Workshop for PG
								BBM	20 th Kanakadasa Jayanthi, 22 nd Last Working Day for UG
								BCOM	
								BCA	
22	Nov	24	25	26	27	28	29	MBA	29 th Nov last working day for UG
								BBM	
								BCOM	
								BCA	

23	Dec 2014	1	2	3	4	5	6		MBA	Guest Lecturing
									BBM	
									BCOM	
									BCA	
24	Dec	8	9	10	11	12	13		MBA	Industrial Visit, Extension Activity on 8th
									BBM	Commencement of Theory Exams for I, III and V SEM,
									BCOM	
									BCA	
25	Dec	15	16	17	18	19	20		MBA	15 th Monthly Attendance Display, 18 th Dec- 2 nd Seminar for PG
									BBM	
									BCOM	
									BCA	
26	Dec	22	23	24	25	26	27		MBA	25 th Christmas Day
									BBM	22 nd Dec -Commencement of 1 st Vacation
									BCOM	
									BCA	
27	Dec	29	30	31	1	2	3		MBA	
									BBM	
									BCOM	
									BCA	
28	Jan 2015	5	6	7	8	9	10		MBA	End of 1 st Vacation on 8 th Jan
									BBM	
									BCOM	
									BCA	

29	Jan	12	13	14	15	16	17	MBA	2 nd Internals 12 th – 16 th , 15 th Monthly Attendance Display
								BBM	Commencement of classes for II, IV & VI Sem, Guest Lecture
								BCOM	
								BCA	
30	Jan	19	20	21	22	23	24	MBA	Computer Literacy Program for Government High School Students
								BBM	
								BCOM	
								BCA	
31	Jan	26	27	28	29	30	31	MBA	31 st Last working Day
								BBM	27 th Donation Program / 30 th Martyr Day , Republic Day
								BCOM	
								BCA	
32	Feb 2015	2	3	4	5	6	7	MBA	2 nd Commencement of Vacation
								BBM	Industrial Visit, FDP for UG
								BCOM	
								BCA	
33	Feb	9	10	11	12	13	14	MBA	Vacation, 14 th End of Vacation
								BBM	Management Fest
								BCOM	
								BCA	
34	Feb	16	17	18	19	20	21	MBA	16 th Commencement of Examination
								BBM	Quiz Competition
								BCOM	
								BCA	

35	Feb	23	24	25	26	27	28	MBA	Color Day/ Holi, e-waste management, 1 st Seminar For UG
								BBM	
								BCOM	
								BCA	
36	March 2015	2	3	4	5	6	7	MBA	2 nd Commencement of classes for IV & II Sem
								BBM	1 st Internal 2 nd to 5 th & Mentor Meeting after Internal,
								BCOM	7 th International women's day , Extension activity on 5th
								BCA	
37	March	9	10	11	12	13	14	MBA	Cultural Fest(CC) & Library user award Distribution, Parents Teachers Meeting on 14 th Saturday after 1 st Internal,
								BBM	
								BCOM	
								BCA	
38	March	16	17	18	19	20	21	MBA	1 st Seminar for PG
								BBM	16 th – Alumni Meet,
								BCOM	
								BCA	
40	March	23	24	25	26	27	28	MBA	23 rd /24 th NSS Day, DEBATE & Talents day
								BBM	
								BCOM	
								BCA	

41	March	30	31	1	2	3	4	MBA	2 nd Monthly Attendance Display Sports Week & Cultural Week
								BBM	Food Fest
								BCOM	
								BCA	
42	Apr 2015	6	7	8	9	10	11	MBA	8 th – AD MAD Show
								BBM	2 nd Seminar for UG
								BCOM	
								BCA	
43	Apr	13	14	15	16	17	18	MBA	13 th - Submission of final dissertation report by IV Sem Students (Hardbound - 3 No., & soft copy in CD)
								BBM	Annual Day
								BCOM	
								BCA	
44	Apr	20	21	22	23	24	25	MBA	1 st Internal 20 th – 24 th
								BBM	2 nd Internal 20 th to 23 rd & Mentor Meeting after Internal,
								BCOM	
								BCA	25 th - Submission of Project report by VI Sem BCA Students (soft copy in CD)
45	Apr	27	28	29	30	1	2	MBA	2 nd Monthly Attendance Display, FDP For PG
								BBM	30 th Last working Day,
								BCOM	Parents Teachers Meeting on 2 nd Saturday after 2 nd Internal,
								BCA	

46	May 2015	4	5	6	7	8	9		MBA	Guest Lecturing
									BBM	
									BCOM	
									BCA	
47	May	11	12	13	14	15	16		MBA	Commencement of theory Exams II, IV and VI Sem
									BBM	
									BCOM	
									BCA	
48	May	18	19	20	21	22	23		MBA	2 nd Seminar for PG
									BBM	
									BCOM	
									BCA	
49	May	25	26	27	28	29	30		MBA	Industrial Visit
									BBM	
									BCOM	
									BCA	
50	June 2015	1	2	3	4	5	6		MBA	2 nd Monthly Attendance Display
									BBM	Commencement of 2 nd vacation
									BCOM	
									BCA	
51	June	8	9	10	11	12	13		MBA	2 nd Internal 8 th – 12 th
									BBM	
									BCOM	
									BCA	

52	June	15	16	17	18	19	20		MBA	End of 2 nd Vacation
									BBM	
									BCOM	
									BCA	
53	June	22	23	24	25	26	27		MBA	27 th Last Working day
									BBM	
									BCOM	
									BCA	
54	June/Jul	29	30	1	2	3	4		MBA	1 st Vanmahotsav: Plantation Program
									BBM	
									BCOM	
									BCA	
55	July	6	7	8	9	10	11		MBA	6 th Commencement of 4 th SEM Exam
56	July	12	13	14	15	16	17		MBA	12 th – Commencement of Exam for II Sem

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken:

- UGC Grants: IQAR brought out the need for registering u/s 2(f) and 12(B) of UGC Act to get funding from UGC for various infrastructural and developmental activities of the college
- Training, Placements and Industrial Visits: IQAC highlighted the importance of training for successful employment. IT suggested to collaborate with technical and soft skills training organisations.
- Academic Centre for Excellence: IQAC recommended faculties to focus on publication and adding value to their academic excellence and bring in recognition to the institution.
- Extension Activities: IQAC expressed the need for various extension activities to be carried out by the College through the involvement of students in different NSS Programmes.
- Development and application of quality benchmark/parameters in various activities of the institution.
- Dissemination of information on quality aspects.
- Organization of discussion, workshops, seminars and promotion of quality circles.
- Recording and monitoring quality measure of the institution.
- Acting as a nodal agency of the institution for quality-related activities.
- Preparation of the Annual Quality Assurance Report and such other reports as may be decided from time to time.

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	MBA	-----	-----	
UG	B.com, BBA, BCA	-----	-----	
PG Diploma	---	-----	-----	
Advanced Diploma	---	-----	-----	
Diploma	----	-----	-----	
Certificate		-----	-----	Tally
Others		-----	-----	
Total	4	-----	-----	1
Interdisciplinary	----	-----	-----	
Innovative	----	-----	-----	

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	3 UG programmes: B.Com., B.C.A, B.B.M under CBCS Scheme/Core/Elective Option/ Open Option Scheme 1 PG Programme: MBA
Trimester	NIL
Annual	NIL

1.3 Feedback from stakeholders* (On all aspects)

Alumni Parents Employers Students

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

*Please provide an analysis of the feedback in the Annexure

Feedback from Alumni/ parents/ students;

1. Providing NCC facility: It is proposed to contact the NCC Administrative Office in this regard
2. Provision of permanent teaching staff.
3. Encouraging for more numbers of co-curricular activities: This demand of the students could not be fulfilled to the extent of 100% due to CBCS semester scheme of examination.
4. Some students requested to allow them to retain books issued by college library till the date of issue of admission ticket to the examination: This demand is met from the current academic year.

1.4 We are affiliated to BU University, Revision of syllabus is made by BU only .However our teachers participated in various workshops conducted by BU in this regard.

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

NIL

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
30	23	3	3	1

2.2 No. of permanent faculty with Ph.D.

3

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
23	23	3	3	3	3	1	1	30	30

2.4 No. of Guest and Visiting faculty and Temporary faculty

Nil

Nil

Nil

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	Nil	Nil	3
Presented papers	1	4	6
Resource Persons	Nil	1	Nil

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

Power point presentation, Group Discussion.

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

180

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

Nil

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

01

0

0

2.10 Average percentage of attendance of students

85%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division			
		I Class	II Class	Pass Class	Total Pass %
BBM I Sem	36	36.11	11.11	Nil	47.22
II Sem	31	29.03	25.80	Nil	54.83
III Sem	29	27.58	20.68	3.44	51.74
IV Sem	28	35.71	17.85	10.71	64.28
V Sem	10	Nil	20	50	70.00
VI Sem	10	Nil	20	50	70.00
BCA I Sem	59	49.15	1.69	Nil	50.84
II Sem	57	33.33	14.03	Nil	47.36
III Sem	45	28.88	11.11	8.88	48.88
IV Sem	44	27.27	15.90	9.09	52.22
V Sem	18	83.33	Nil	Nil	83.33
VI Sem	18	83.33	Nil	Nil	83.33
BCOM I Sem	100	23	9	1	33.00
II Sem	94	27.65	27.65	Nil	55.31
III Sem	57	12.28	14.03	7.01	33.33
IV Sem	54	14.81	18.51	12.96	46.29
V Sem	22	45.45	9.09	18.18	72.72
VI Sem	22	13.63	31.81	18.18	63.63
MBA I Sem	46	63.04	4.34	Nil	82.60
II Sem	45	75.55	8.88	Nil	84.44
III Sem	31	77.41	25.80	Nil	70.97
IV Sem	31	87.09	3.22	Nil	90.32

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

IQAC ensured the following:

- Subject wise internal test.
- Internal exams.
- Projects on skill development programs.
- Assignments.
- Role playing.
- Debates.
- Essay writing.
- Collage.
- Team building through student forums.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	Nil
UGC – Faculty Improvement Programme	Nil
HRD programmes	Nil
Orientation programmes	05
Faculty exchange programme	Nil
Staff training conducted by the university	Nil
Staff training conducted by other institutions	Nil
Summer / Winter schools, Workshops, etc.	6
Others(FDP/Seminars)	6

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	3	-	3	Nil
Technical Staff	1	-	1	Nil
Ministerial Staff	6	-	6	Nil

Criterion – III

3. Research, Consultancy and Extension

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

Our college is not a recognised centre for research activities. Teachers are doing research on their own. Hence IQAC has a little role in promoting research climate in the institution.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	NA	NA	NA	NA
Outlay in Rs. Lakhs	NA	NA	NA	NA

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	NA	NA	NA	NA
Outlay in Rs. Lakhs	NA	NA	NA	NA

3.4 Details on research publications

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

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	NA	NA	NA	NA
Minor Projects	NA	NA	NA	NA
Interdisciplinary Projects	NA	NA	NA	NA
Industry sponsored	NA	NA	NA	NA
Projects sponsored by the University/ College	NA	NA	NA	NA
Students research projects (<i>other than compulsory by the University</i>)	NA	NA	NA	NA
Any other(Specify)	NA	NA	NA	NA
Total	NA	NA	NA	NA

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	NA	NA	NA	NA	NA
Sponsoring agencies	NA	NA	NA	NA	NA

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

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

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

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
NA	NA	NA	NA	NA	NA	NA

3.18 No. of faculty from the Institution

who are Ph.D. Guides (Dr.A.M.Suresh) 01
and students registered under them for Ph.D 08
students registered under them for M.Phil 12

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	<input type="text" value="100"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.22 No. of students participated in NCC events:

University level	<input type="text" value="0"/>	State level	<input type="text" value="0"/>
National level	<input type="text" value="0"/>	International level	<input type="text" value="0"/>

3.23 No. of Awards won in NSS:

University level	<input type="text" value="0"/>	State level	<input type="text" value="0"/>
National level	<input type="text" value="0"/>	International level	<input type="text" value="0"/>

3.24 No. of Awards won in NCC:

University level	<input type="text" value="0"/>	State level	<input type="text" value="0"/>
National level	<input type="text" value="0"/>	International level	<input type="text" value="0"/>

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" value="05"/>	Any other	<input type="text"/>

Extension programmes conducted through NSS activities:

- Waste Management
- Tree plantation

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

- To create awareness about higher education\
- To create awareness about the employment opportunities
- To create awareness regarding national integrity

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	1.3 acres of 36 acres	-	-	1.36 acres
Class rooms	11	09	Self	20
Computer Laboratories	02	-	Self	3
Electronics Laboratory	01	-	Self	01
Seminar Halls	01	-	Self	01
Principal's Room	01	-	Self	01
Director's Room	01	-	Self	01
Office Room	01	-	Self	01
Common Room	02	-	Self	02
Library & Reference Hall	01	-	Self	01
Placement Office	01	--	Self	01
Reception	01	-	Self	01
Central Store Room	01	-	Self	01
Exam Room	01	-	Self	01
Security	01	-	Self	01
Toilets	02	-	Self	02
Play Ground	01	-	Self	01
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	LED projectors & printers	-	Self	
Drinking water: RO Purified water provided	Yes			
Girls Hostel provided	Yes			

Boys Hostel: Provided	Yes			
WIFI Facility provided	Yes			
Medical facility available	Yes			
Canteen & Cafeteria provided	Yes			
Coffee Day outlet is provided	Yes			
Transport facility provided	Yes			
Value of the equipment purchased during the year (Rs. in Lakhs)	20,29,651		Self financing	20,29,651
Others	0	0		0
Web designing an development	0	2,66,934		2,66,934

4.2 Computerization of administration and library

1. LIB Soft (Library Management System) for library
2. Membership of DELNET
3. Membership of UGC-N-List Programme – INFLIBNET
4. Membership of Bangalore University Library

4.3 Library services: 2014-15

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	2210	361508	796	202458	3006	568966
Reference Books						
e-Books						
Journals	-	-	09	44400	09	44400
e-Journals	03				03	
Digital Database	01	5000	-	-	01	5000
CD & Video			20	-	20	-
Others (specify)	12	19737	-	-	12	19737
Journals & Subscriptions						Rs. 150773
News papers						Rs. 17743

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	111	02	31	17	-	02	05	-
Added								
Total	111	02	31	17	-	02	05	-

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

The faculty members of our BCA Department are always lending their helping hand to any faculty or non teaching staff in learning computers or internet or any such activities. Hence the need for arranging separate programme for teachers training has not aroused.

Computer literacy is a part of curriculum. Irrespective of the branch a student studies, he has to study computer fundamentals as a non core subject. Students of BCA have to learn Tally and the students of BBA and B.Com have to learn Computers for Business and E-Commerce. The curriculum itself provides for imparting knowledge of computers to the students.

4.6 Amount spent on maintenance in lakhs :

i) ICT	1,95,175
ii) Campus Infrastructure and facilities	14,09,076
iii) Equipments	2,16,013
iv) Others (Electricals)	1,97,467
v) Library	11,920
Total :	20,29,651

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Development and application of quality benchmark/parameters in various activities of the institution.
- Dissemination of information on quality aspects.
- Organization of discussion, workshops, seminars and promotion of quality circles.
- Recording and monitoring quality measure of the institution.
- Acting as a nodal agency of the institution for quality-related activities.
- Preparation of the Annual Quality Assurance Report and such other reports as may be decided from time to time.
- In an academic year two class tests are organised by the Dept. & two tests in the form of Periodical/Pre-test & Annual/Test Examinations by the college.
- Free coaching to students in sports & games like Football, Cricket, Athletics, by the Physical Education Director.
- Water purifier with coolers have been installed in the campus of the and a good canteen for the students is run by the management.
- The college has established a placement cell which provides career grooming to the students and helps the students in finding a job. The college has arranged campus interviews for the students with Cognizant Technology Solution, Indian Army (Office cadre), Wipro, Pharma Industry, ICICI (Prudential), Electro Steel, Heritage Institute of Technology and the success rate of placement is encouraging.
- For the benefit of the students, the college has been filling up the vacant post of the teachers on contractual basis and appointed them on the recommendations of selection committee formed by the college. Retired teachers, teachers from Universities/Institutes and companies are engaged on contractual basis to impart full fledged discourse on the subject or deal in a few selected topics. The college has also appointed teachers on class basis contract. The remuneration, salaries and allowances of these contractual (full time/class basis) are paid from the management.

- The college has introduced open Access system in the Library. A student can enter into the library by depositing his/her Library Card and select a book of his choice. The book is borrowed by the student following the official procedure.

5.2 Efforts made by the institution for tracking the progression

At the beginning of an academic year, prepares a format for the purpose of activities to be undertaken by the faculties and the support services to the students throughout the year. This will help IQAC to know the working of each Department and will help to prepare an Action Plan of the Institution. Monitoring of the working of the Departments may be done through meeting of the IQAC and this will direct the future course of action.

- It is the responsibility of the IQAC to motivate and to maintain Academic Diary day wise to the faculty members. It will help ensuring quality of teaching and accountability.
- IQAC should see that teachers are preparing and teaching according to the academic plan (Calendar) in which syllabuses have been unitized.
- Teaching – Learning process is the main activity in any HEI. The same old syllabus & teaching methods must be replaced by some new updated items of teaching and learning centric methods of teaching such as group discussion, project work, field visits, case study, debates, ex tempore, addressing current academic problems etc. as supplement to class room teaching.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
376	82	0	0

(b) No. of students outside the state

41

(c) No. of international students

0

Men	No	%	Women	No	%
	294	64.20%		164	35.80%

Last Year 2013-14							This Year 2014-15					
	General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
UG:	133	23	04	78	-	238	164	31	07	174	-	376
PG:	21	19	03	63	-	106	10	02	35	35	-	82
Total	154	42	07	141		344	174	33	42	209	-	458

Demand ratio Intake/Admission

Dropout % Admitted/Course Completed

UG: BCOM: 300:178

BBA 39/32 = 17.9%

BBM 180: 75

BCA 60/53 = 11.11%

BCA 180:123

BCOM 100/78 = 28.20%

MBA 48/45 = 06.67%

(Total intake and admitted students number includes approved strength for all the three years of the course)

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

1. Induction programme in Commercial Arithmetic

No. of students beneficiaries

25

5.5 No. of students qualified in these examinations

NET	<input type="text" value="0"/>	SET/SLET	<input type="text" value="0"/>	GATE	<input type="text" value="0"/>	CAT	<input type="text" value="0"/>
IAS/IPS etc	<input type="text" value="0"/>	State PSC	<input type="text" value="0"/>	UPSC	<input type="text" value="0"/>	Others	<input type="text" value="0"/>

5.6 Details of student counselling and career guidance

1) MENTORING

Regular Mentoring sessions are conducted for all the students of UG & PG once in a week. The following are the list of Mentors for UG and PG.

Mentoring Sessions are done to support and encourage students to manage their own learning in order that they may maximise their potential, develop their skills, and improve their performance.

In mentoring sessions we focus more on confidence building, SWOT analysis, solution for problems faced by students, time management, academic focus and also on career development.

The mentors for UG & PG are as follows.

Name of Course	Mentors
BBA	Ms Shweth K R, Mrs Anitta P John, Mr. Narasimhamurthy, Mrs Bharathi, Ms Champa T
BCOM	Mrs Subha R, Mrs Padmasree, Mr. Ravindra, Dr Puttamaraiah, Mr Prakash Gowda, Mr Hanumanth Raju, Mrs Nalini Bhai,
BCA	Mr. Pandurangappa, Mr. Muralidhara, Mrs Shambavi, Mr Rathan, Mrs Deepambe
MBA	Mrs. Dharani, Mrs Thriveni Kumari, Ms. Pallavi Pandey, Mr. Gokul G, Mrs Anuradha

2. COUNSELLING SESSIONS:

Apart from having mentoring we do organise counselling sessions from experts every semester. This helps the students to know their strengths and weakness and also help them to come out of their problems so that they can focus on their studies. Every semester one counselling sessions are conducted for both UG & PG students.

3. CAREER GUIDANCE PROGRAMMES:

Every year two career guidance programmes are conducted in order to guide the students about their career in a right way. We believe that career guidance is the proper channel for our students to become a successful person in future. This type of events helps the students to know about the different avenues which are available for their successful career. This will give an idea for all the students to which path has to be selected for their betterment. It facilitates

- broadening knowledge, skills, and abilities
- improving decision making skills
- increasing self-esteem and motivation
- building interpersonal effectiveness
- maximizing career opportunities

The following are the career guidance programmes conducted by the college to our students.

- ✓ On 8th October,2014 Mr Prathya Singh from Bangara Academy gave a session on latest career oppurtunities.
- ✓ On 14th January,2015 Mr Shashi Kumar, Placement Coordinator of DBIT gave a session on career opportunities to the MBA 4th semester students.

NO OF STUDENTS BENIFITED

120

5.7 Details of campus placement

DETAILS OF CAMPUS PLACEMENT

On campus			Off campus
No of organization visited	No of students participated	Number of students placed	Number of students placed
18	100	45	25

Our final year students got placed in the following companies:

- ✓ IBM
- ✓ DELOITTE
- ✓ JUST DIAL
- ✓ SHIKSHA
- ✓ HCL
- ✓ PRIMEFOCUS
- ✓ INFOSYS
- ✓ PRACTO
- ✓ ANZ
- ✓ WINMAX ADVISORY
- ✓ ZOVI.COM
- ✓ MAGNA INFOTECH
- ✓ JK CEMENT
- ✓ URS SYSTEM
- ✓ MYDEALS 24/7
- ✓ CUISINE LIKS
- ✓ CSGI

5.8 Details of gender sensitization programmes

Gender sensitization program is conducted to create awareness about gender issues within the student community and the larger public sphere. It is widely felt that in order to promote gender equality, guaranteed by Article 15 of the Indian Constitution, we need to change the mode of interaction at all levels home, school, and workplace and so on. The purpose of the program is to engage young boys and girls to challenge and shift gender norms that contribute to girls and women having less worth, opportunities and decision-making ability than boys and men. The session includes

- Group discussion was organised for all courses by Language Department on 4th July 2014. BBM students won the first prize.
- Flash Mob was organised to convey social evils and also to take the first step to stop by all BCA student on 5th November 2014.
- Self Defence Training was given to all the girl students on 8th December 2014.
- Class wise presentations were given by all Departments on 5th Feb, 2015. Classes participated on an average presentation were made by 8 to ten students of all courses.
- Poster Competition was conducted on 5th March ,2015 On Gender issues, Rape, Dowry, female foeticide. 67 students participated from different courses.

5.9 Students Activities

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

1 No of students participated in Sports, Games and other events

State/University level

National level

International level

Two Students Mr. Aman Sathya, BCA II Sem and Mr. Suman Rao BBM IV sem participated in State Level Volley Ball competition held at RV College, Bangalore

No of students participated in cultural events

State/University level

20

National level

0

International level

0

Twenty students participated in various competitions in different management Fest .

They participated in Best Manager, Business Quiz, Creative Ad, Business Plan.

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

List of students who got fees concession from Govt 2014-15

Application no:	Name	Caste Category	Course	Percentage obtained	Total Amount
201401012063	Ajay M	Cat II A	BCA	71.83	2492
201400278311	Naveena	Cat III A	MBA	71.14	26060
201401029281	Mrudhulaviswanath	Cat III B	BCA	71.69	2492
20140102644	Sanjay	Cat III A	BCA	70.33	2492
201401002100	Sampathkumar	Cat III A	Bcom	70	2492
201401019934	Mahalakshmi	Cat I A	Bcom	81.66	2492
20140373642	Nithya	Cat IIA	BBM	80.41	4520
201401013174	Pooja	Cat III A	BCA	79.33	2492
201400754536	Pradeepkumar	Cat IIIB	MBA	75.78	28560

5.11 Student organised / initiatives

1. BLOOD DONATION CAMP:

The College organized a blood donation camp in collaboration with Rotary Club and Lions Club on 6th February 2015. 275 volunteers came forward to donate blood during the camp which included teaching & non-teaching staff, students &

non-student donors. At the end 201 units of Blood was collected. The blood donation camp was coordinated by Dr Kumaraswamy. The camp began at 10.00 a.m. with a short inaugural function presided by the college principal Dr.U.M. Premalatha.

2. CAMPUS CLEAN:

All the UG students successfully participated in the campus cleaning campaign program on 23-12-2014 under the guidance of the Principal Dr.Premalatha and Vice-Principal Prof. Pandurangappa. The program started at 9:00 am .The students were separated into 2 groups. One group cleaned the vehicle parking. The other batch of students cleaned the campus premises with great difficulty. The program concluded at 2:30 pm.

3. INTERNATIONAL WOMEN'S DAY: All the staff and students of the college celebrated International Women's Day on 8th March 2015 to bridge the gap between gender and promote equality among them by encouraging with more women participation over the years. The program started at 10 AM and was presided by the principal Dr Premalatha. She delivered a speech on Women in Changing World of Work. All Lady Faculties participated in various cultural activities. The program ended with National Anthem led by all the lady faculties of the college at 2pm followed by lunch.

4. NSS CAMP: NSS Students along with faculty co-ordinators took up the initiative to clean a lake in the nearby Ramohalli Village, Bangalore. 30 NSS students and 4 faculty coordinators took the help of villagers and cleaned the lake on 18th August 2014. NSS Faculty coordinator Dr. Kumaraswamy initiated the programme and it was inaugurated by Village Panchayat president Sri Ramalingegowda.

5. VISIT TO ORPHANAGE: As a part of CSR (Corporate Social Responsibility) our students gave visit to an orphanage Home Named Bhasava Gangothri in Kumbalagodu, Bangalore on 10th October 2014. MBA students took the initiative of raising funds in the campus by doing some activities. From the amount raised, books, school bags, pens, pencils and other things were purchased and distributed to the students of Basava Gangothri.

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: There were no major grievances include the following:

1. They relate to personal problems.
2. Problems of slow learning.
3. Problems with regard to analytical writing
4. Problems with regard to interaction with friends and others
5. Problems of communication

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision:

- To be an excellent institution of learning which transforms the young talents into globally enlightened & value based professionals for the benefit of society at large”

Mission:

- To create an intellectual & ethical environment to impart quality education services to aspirant learners.
- To Prepare progressive minded students towards leadership to bring in future changes through enlightened learning process.
- To support faculty in pursuing quality research & Development activities to foster their creative endeavour & create broad based community of life time learners.
- To engage activity as a component of Educational & Entrepreneurship system for national development & Progress.
- To preserve & promote academic freedom, cultural diversity, equity, justice & harmony within our system & external professional collaborations.
- To contribute for community development & ecosystem through institutional strengths & activities.

6.2 Does the Institution has a management Information System

- Partially implemented :- bio metric attendance newly implemented

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

6.3.1 Curriculum Development

Our college is affiliated to Bangalore university .and the syllabus design made and revised by Bangalore University only, However our teachers participated in various workshops in different subjects conducted by Bangalore University at the time of revision of curriculum and has made suitable session for improvement

6.3.2 Teaching and Learning

We are following chalk and talk method for teaching practical subjects and use of Power Point Presentation for theory subjects. Giving assignments and presentations by the students is part of teaching process.

Conduct of two tests and two internal examinations per semester is adopted for continuous evaluation of the student's performance. Internal Assessment marks will be awarded based on the performance of the students in these tests, internal examinations, attendance, behaviour and participation in curricular activities. Final examinations are conducted by the university at the end of each semester.

6.3.4 Research and Development

In our institution 5 teachers are pursuing PhD on their own and college has not provided any financial assistance.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library:-

Total number of books: UG:-3006 PG:-3153

Journals:- National:- 5 international:- 1

Magazines:- 11

Information and communication technology:-

Computers:- 65

LED projectors: 05

Printers:- 04

Wi-Fi :- YES

Physical infrastructure:-

Number of classrooms: 20

Labs: 4

Staff rooms: 5

Principal rooms: 2

Office rooms: 2

Toilets: 4

6.3.6 Human Resource Management

Campus recruitment :

Number of companies visited :- 18

Number of students selected :- 10

6.3.7 Faculty and Staff recruitment

Faculty and non teaching staff are recruited on need basis.

6.3.8 Industry Interaction / Collaboration

Industrial visit are conducted for BBM & BCOM students

6.3.9 Admission of Students (2014-15)

B.COM:- 100	B.B.M:-39
B C A :- 60	M.B.A:- 48

6.4 Welfare schemes for

Teaching	Leave facility, ESI
Non teaching	Leave facility, ESI
Students	scholarship

6.5 Total corpus fund generated

NIL

6.6 Whether annual financial audit has been done

Yes YES No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	YES	Bangalore university	YES	management
Administrative	YES	Management	YES	management

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

For UG Programmes Yes No NO

For PG Programmes Yes No NO

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

- online submission of internal assessment marks by college
- online release of Hall Ticket by the university to be downloaded on timely basis
- bar-coding of answer books before the commencement of evaluation by university
- issue of computerized marks card by the university

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

CRITERIA FOR IDENTIFICATION OF INSTITUTIONS FOR GRANT OF AUTONOMY AS PER UGC GUIDELINES:

- a. Academic reputation and previous performance in university examinations and its academic/co-curricular/extension activities in the past.
- b. Academic/extension achievements of the faculty.
- c. Quality and merit in the selection of students and teachers, subject to statutory requirements in this regard.
- d. Adequacy of infrastructure, for example, library, equipment, accommodation for academic activities, etc.
- e. Quality of institutional management. (f) Financial resources provided by the management/state government for the development of the institution.
- f. Responsiveness of administrative structure. (h) Motivation and involvement of faculty in the promotion of innovative reforms.
- g. Self – Financing colleges can also apply for autonomy after they have completed minimum 10 years of existence. However, conferment of autonomy will not entitle them to receive autonomy grant. They will have to follow the same procedure as applicable to other colleges.

6.11 Activities and support from the Alumni Association

- Alumni association is formed in the current year with an object of continuity of link with the past and present students
- Few of the alumni gave guest lecturer on their specialization.

6.12 Activities and support from the Parent – Teacher Association

- Slow learners are motivated to study properly
- Absent sum of students is Highlighted

6.13 Development programmes for support staff

NO such programmes were envisaged during the current year.

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

- Rain water harvesting developed by management
- Large number trees providing fresh air and greenery

Criterion – VII

7. Innovations and Best Practices

7.1.1 Does the university conduct a Green Audit of its campus?

The data belongs to the activities of Bangalore University. However one can feel the greenery immediately after entering the Bangalore University Campus. The University Campus is eco- friendly.

Initiatives undertaken at the college level:

- The use of plastic bags is avoided in the campus and the authority is planning to declare the entire campus as “No Plastic Zone”.
- Students and staff are motivated to use jute bags or cotton bags.
- The students and staff have planted several tree saplings during various tree plantation programmes organized by the institution and all these trees are taken care of and maintained by the gardeners of the institution.
- Care is taken to ensure that the college environment has low levels of carbon emission and low pollution levels so that the campus is healthy for all.
- The college is declared as ‘No Tobacco Zone’

7.1.2 What are the initiatives taken by the College to make the campus eco friendly?

- Energy Conservation:-
 - a) The buildings are planned/ designed in order to achieve best ventilation, glare free light and well lighted interiors by choosing proper Orientation.
 - b) The materials used for the construction, especially for the External Wall i.e. cladding with red sand stone, automatically provides sound and thermal insulation to specific areas.
 - c) Shading devices in a Judicious manner like Chajjas, Sunshades, Louvers, Overhangs further help in energy conservation of the buildings.

- d) Plantation of large number of trees along Pedestrian walk ways and other green areas help in reducing the temperature inside the Campus.
- e) Use of LEDs instead of traditional lights for street lighting and interiors of the buildings has been made popular to take care of energy conservation further.
- f) The College conducts awareness programmes on energy conservation and adopts measures to ensure that energy is conserved wherever possible.
- g) Every department follows a policy of switching on power only when required and switching off when not in use.
- h) Class rooms have very wide and long windows with a high roof of almost 15 ft which ensures that the use of lights and fans would be minimum as ventilation is naturally enhanced.
- i) Many classrooms, departments, administrative office and the Principal Chamber of the college are airy and well illuminated for the maximum use of natural lighting during the day time. Tube lights are used instead of incandescent bulbs wherever the natural lighting is insufficient to minimize power consumption. The institution strictly observes to see that no electric equipments run unnecessarily. Thus enough measures are taken to use electricity carefully.
- j) Almost all the computer monitors in use are either LED, LCD or TFT types to ensure minimum usage of electricity and also to reduce the level of radiation.

- Water Harvesting

The Institute is planning for Rainwater Harvesting for the campus.

- Efforts For Carbon Neutrality

The campus is also smoke free. Plantation of new trees has helped in reducing carbon contents. The dead leaves and the waste papers are not allowed to be put on fire. The leaves are buried in the soil itself and the papers are disposed off.

The College has made arrangements for the parking of the vehicles of the students and staff. This helps in keeping the campus as much clean as possible.

- Plantation

The Institute has been organizing Tree Plantation drive for the last many years. Many saplings have been planned during the past 5 to 6 years and there is planning to Plant 10,000 to 20,000 more trees in the future.

Every year, the College celebrates the Environment Day by creating awareness among students and teachers on the campus through a tree plantation drive.

Tree Plantation Drive was held in the current year at the Institute and 100 different trees of various varieties were planted.

- Hazardous waste management

There are no hazardous chemicals used in the college laboratory. The minimal wastage is drained after reasonable treatment so as to make it non hazardous.

Mild chemicals are used for cleaning and maintaining the campus.

Use of pesticides and other harmful chemicals in the garden is replaced by adopting organic methods of gardening wherever possible.

In order to dispose the acid fumes, chemistry labs are equipped with exhaust fans and fume hoods.

- E-Waste management

Non-working computers, monitors and printers are discarded and scrapped on a systematic basis. If some parts are useful, in other systems they are kept aside for future use.

Printer Cartridges are generally refilled and not disposed. Wherever refilling is not possible, the cartridge is returned to the manufacturer.

Paper waste is sold off to vendors who might send it for recycling.

7.2 Innovation

7.2.1 Give details of innovations introduced during the last four years which have created a positive impact on the functioning of the university.

Some of the recent initiatives/innovations introduced during the last four years which have created a positive impact on the functioning of the university are given below:

1. Community Empowerment

a. Conducting a monthly colloquium speaker series where luminaries from various fields are invited to deliberate on the issues related to the academic interest as well as common interest.

b. Organizing Induction Training Programme for newly recruited staff to make them aware about the functions of the Institute for efficient operations.

c. Embracing Social Media to stay in touch with the students, staff and alumni
<http://www.facebook.com> is a great tool to quickly and easily get your message out to world.

d. Provision of Wi-Fi connectivity and access to the Internet in all academic areas and hostels

2. Academic and Administrative (A&A) Reforms

Academic Innovation

Bridge Courses have been started for students moving from HSC to Degree College and for the students enrolling for PG Courses. Remedial teaching and intensive coaching is offered to students who need extra and special attention. Enrichment courses like personality development programme and English speaking courses are conducted to improve students' personality.

Feedback System

Student feedback is taken for all the courses B.Com, B.B.M, M.B.A. at random. This feedback is collected on a regular basis on quality of education, provision of resources etc. Students' feedback are analyzed and improvement plans are initiated to enhance quality of education. The feedback is discussed and reviewed between teachers and the Principal in a confidential manner. Weak points are analysed and corrective actions are taken. Students can also give their feedback through the suggestion boxes placed in college premises.

Quality in teaching, learning and evaluation process

Focus is given to improve the quality of education and evaluation. The faculty are encouraged and sponsored to attend various seminars/conferences held in different colleges across the country so as to inculcate the best practices in education and for their self-development. Although no structured programme exist to estimate the efficacy of faculty participation an informal process exist wherein participants debrief the entire faculty on their experience and take away from attendance at the seminar. The management also sponsors participation in seminars abroad.

Perspective Plan for a Five Year Period

The College has prepared a Perspective Plan for the period of five years commencing from the academic year 2014-2015 to the academic year 2017-2018 by taking into consideration the quality indicators of Seven Criteria determined by NAAC. In the preparation of the Perspective Plan, the IQAC of the College has taken initiatives. Inputs from all stakeholders, their expectations, management policies and goals and objectives of the college are considered as a base for formulation of the perspective plan. The draft of Perspective Plan has been discussed, reviewed and approved in the IQAC meetings. Every year IQAC devises a Perspective Plan in the beginning of the academic year and also gives an account of the outcome achieved by the end of the academic year.

Innovations in Library

The Librarian has been lecturing the students from vernacular medium to improve their language proficiency. The special collection of short stories, essays, and other fiction books are being issued to the students. More than hundred students are availing this facility.

The Library is linking e-books (which are available free of cost on Internet) with their books. Any student accessing or checking the books details in the OPAC (Library catalogue) can also avail the link of e-books.

The Library has access to N-LIST E- resources, journals, magazines, etc. to encourage faculty and students to publish research papers.

Involving students and faculty in research

The College has realized that knowledge accumulation and assimilation are the two sides of the coin of higher education. The College encourages the faculty as well as the students to imbibe research culture by presenting research papers in national and international seminars / conferences.

Pre-placement training: Students are imparted pre-placement training so as to prepare them for interviews. The college placement record itself speaks volumes and the placement records show impact of pre-placement training.

Safety:

INFRASTRUCTURE:

The main building has multiple entry and exit points with wide staircases.

Fire extinguishers are strategically placed at multiple locations including the departments, laboratories, office, Principal's chamber, auditorium, library, etc.

CCTV is installed at strategic locations in the campus and the monitoring unit is housed in the Principal's chamber to get a quick review of the activities in the

college at different locations. This enhances the security system in the college as it also has recording facility.

7.3 Best Practices

1. Title of the Practice

Improving Teaching and Learning Process

2. Goal

To achieve the principles of the teaching / learning process which are multi-fold. The principles on the basis of which this best practice was decided was – to raise the curiosity of a student in a particular topic, to encourage the students to question the obvious and to increase the interaction in the class.

To ensure the completion of syllabus according to the academic planner of each department

To encourage teachers to adapt to technological advancements including ICT adoption in class room teaching

To improve pass percentage and enhance the number of ranks bagged by the college at the university level examinations

3. The Context

The syllabus coverage in some cases is being hurried and towards the end of the semester where information are being crammed at once. This sluggish coverage initially and hurried coverage later should be avoided giving enough time to student in comprehending the topics and assimilating the facts.

Rapid advancement in technology is one of the major issues that affect the teaching/learning process. The facilitators find it difficult to keep pace with the techno-savvy learners. Further there is rapid change taking place in technology which aggravates the problem. Keeping the audience captivated throughout the lecture is another challenge. The facilitator is required to use a variety of tools to keep the learner engaged in the learning process. Having access to a variety of tools all the time may not be possible. Today knowledge is just a click away to the learner; a challenge faced by facilitators is to keep pace with the latest news and happenings. The teachers find it difficult to keep pace with the techno – savvy student learners. It has become essential for some of the teachers to adopt to the latest pedagogic styles and include ICT in class room teaching. The mismatch between the student learner

and the teacher in the use and comfort of handling varieties of tools available for teaching – learning needs to be bridged.

The teaching/learning process is given immense importance in the institute. The institute is as good as its students. The students are as good as the teachers. The institute trains their facilitators continuously to help them enhance their teaching abilities. The learning imparted to the teachers is implemented in enhancing the learning experience of the learner.

4. The Practice

The teaching /learning process starts with designing of a lecture plan by the facilitator. The lecture plan is given in advance to the learners. The facilitator initiates a discussion or tells a story or questions the learners before defining the objectives. The objectives of the lectures are defined to specify to the learner the learning outcomes. During the lecture, discussions and questioning is encouraged.

Academic planner along with the calendar of events is uploaded on the website for information to students.

The teaching – learning committee along with the heads of different departments monitor the pace of coverage of the syllabus.

Frequent assignments, tests and evaluation are conducted to improve performance in the semester – end examinations.

Holistic learning is encouraged through the continuous evaluation system. Various forms of assessment are used for continuous evaluation such as group discussions, assignments, PowerPoint presentations, class test to name a few. Various co-curricular activities are also organized for the learners. These activities give an opportunity to the students to put their knowledge into application.

An aspect very unique about our teaching /learning process is the freedom given to learners to share their views and ideas. Even ideas that sound impractical are discussed and a proper explanation is given to the learners why they cannot be implemented. The learner is the part of the learning process rather than just a spectator of the same.

A major limitation of the teaching /learning process is the time constraint. The facilitators have various ideas which they would like to implement in their class, however due to paucity of time all of them cannot be implemented.

5. Evidence of success

The evidence of success is visible, qualitatively as well as quantitatively. The qualitative indicators are a more positive outlook towards life, improvement in etiquettes and desire to understand things rather than learning by the rote. The quantitative indicators for learners who actively participate in co-curricular activities are that they show improvement in academic performance. Students who have passed out have done extremely well in the corporate world. Some students have put their learning into application by starting their own businesses.

The results bring some prominent factors to light. Some of the factors are that students when shown the right direction and given the right encouragement can achieve the goals they desire. Holistic development rather than only academic success contributes in creating socially sensitive individuals which is a prominent requirement of educational institute.

Appropriately paced and timely completion of syllabus

Increased attendance in the classes

Improvement in results.

Some of the teachers have adopted modern pedagogic styles and ICT in their classes.

6. Problems encountered and Resources Required

The non-availability or non-workability of technology is one of the major problems encountered in the teaching learning process. Further, encouraging discussions in the lecture becomes self-obliterate towards its aim, at times. Questions posed by learners may not be to find an answer to the problem but to test the knowledge of the facilitator. The span of interest of the learners is very short. Teachers today have to play the role of an educator and entertainer combined, rather than just an educator.

Resources in terms of finance are continuously required to upgrade technology requirements. This is not available consistently.

The demand for ICT resources is increasing and paucity of funds has been the biggest impediment which may dampen the spirit of technology adoption by teachers.

7. Notes

The Academic Calendar is prepared before the beginning of the academic year. This aids the facilitators and the learners in understanding the time schedule for implementation of the learning process. Dedicated teaching and non-teaching staff are the pillars of strength of the teaching/learning process. Without a dedicated team, success cannot be achieved. The principal with their dynamic leadership style and constant guidance and support gives a prominent shape to the teaching/learning process.

1. Title of Practice

Improving Academic Research

2. Goal

The goal of the practice was to achieve higher inclination towards research among the faculty, through updating their awareness about research and methods of conducting research. With the main aim of providing training to the teaching staff so as to increase the quality of education and research activities in the College.

3. The Context

Enhancement of research helps in increasing know-how of contemporary issues. This results in enrichment of educational quality percolating to students. The researcher has to be aware about the techniques first so that they are able to increase research inputs to pedagogy. Staff members attended only those training sessions that were mandatory as per University of Bangalore. Training imparted to individual faculty is assessed through Faculty Profile. Many conferences and seminars were also conducted to imbibe research culture.

3. The Practice

The increase in research would lead to enriched education percolation to students. Research activities are of immense importance in higher educational institution. The College had decided to increase these activities so that the students and stakeholders could benefit out of this. The practice to be employed was of providing training to the teaching staff so as to increase the quality of education and research activities in the college. Initially, staff members attended only those training sessions that was mandatory as per University of Bangalore. Hence, we decided to take additional training man hours, which are recorded and monitored for effectiveness. However, external training imparted to individual faculty is assessed through Faculty Profile. Year wise focus areas were defined and training held according to the plans made. Training in these areas was necessary to build a research environment among the staff. Moreover training needs of the faculty were identified through Competency Skill Matrix.

The analysis of the impact was possible as each faculty member maintained an Individual training record of all internal training that they have undergone in a prescribed format.

4. Problems encountered and resources required

The problems were more in nature of finalizing the dates so that the academic calendar was not disturbed. But as the academic calendar is prepared well in advance

with the participation of the departmental heads, it was possible to overcome this hurdle after some consultations and minor adjustments. As regards finance some of the workshops were sponsored by the college management.

Other alternatives like providing training on use of SPSS, new ICT based knowledge, were analysed before arriving at the best way to train the staff. Some workshops were conducted to develop soft skills to the faculty, research methodology to used.

5. Notes

The UGC and academic bodies have given weightage to research in the current plans. The teachers have to be encouraged to do research. Not only should they be asked to conduct research but they have to be informed and explained the methods of researching. Such proactive solutions help in improving research in the country and at the same time refining the research problems chosen, the work and project, through best research techniques.

The above Two are the best practices which have contributed to the achievement of the institutional objectives and have contributed to the quality improvement of the core activities of the College.