



## Yearly Status Report - 2018-2019

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>	BHANDARKARS' ARTS AND SCIENCE COLLEGE
Name of the head of the Institution	Dr .N.P. NARAYANA SHETTY
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	08254230369
Mobile no.	9242120598
Registered Email	basck1963@rediffmail.com
Alternate Email	principal@basck.org
Address	NH 66, VADERHOBLI
City/Town	KUNDAPURA
State/UT	Karnataka
Pincode	576201
<b>2. Institutional Status</b>	

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	SHASHIKANTH HATHWARA
Phone no/Alternate Phone no.	08254230369
Mobile no.	9844403483
Registered Email	shashikanth_hathwar@yahoo.com
Alternate Email	shashikanth.hathwar@basck.org

### 3. Website Address

Web-link of the AQAR: (Previous Academic Year)	<a href="http://www.basck.org/IQAC">http://www.basck.org/IQAC</a>
<b>4. Whether Academic Calendar prepared during the year</b>	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="http://www.basck.org/IQAC">http://www.basck.org/IQAC</a>

### 5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B++	81.05	2004	16-Sep-2004	15-Sep-2009
2	A	3.24	2011	16-Sep-2011	15-Sep-2016
3	A	3.32	2017	12-Sep-2017	11-Sep-2022

### 6. Date of Establishment of IQAC

25-Jun-2005

### 7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Regular meeting of IQAC	28-May-2018 2	18

Participation in NIRF	05-Sep-2018 1	18
Feedback from all stakeholder collected, analysed and used for improvement	12-Feb-2019 1	873
<a href="#">View File</a>		

**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
No Files Uploaded !!!				

**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View File](#)

**10. Number of IQAC meetings held during the year :**

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

**11. Whether IQAC received funding from any of the funding agency to support its activities during the year?**

No

**12. Significant contributions made by IQAC during the current year(maximum five bullets)**

- Academic Audit has been conducted by the college
- Value Added Programmes, Foundation Course, Communicative English, Club Activities
- Community Outreach Programmes
- Initiative towards Strategic Planning
- Feedback taken from all stakeholders and actions were taken based on it

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

Plan of Action	Achievements/Outcomes

To conduct seminars and workshops.	University level seminar " MYSTIC POETS IN ENGLISH TRANSLATION " was conducted
To complete the construction of indoor sports complex for women.	Indoor sports complex for women starts functioning.
The new proposal has been sent to RUSA for the construction of cafeteria to serve mid-day meals.	The Proposal has been sent and expecting clearance from UGC
To renovate laboratory of physics dept.	The renovation is complete
To renovate the chemistry laboratory to accommodate more students.	Laboratory is renovated to accommodate more students.
Renovation of class rooms into ICT enabled ones	Renovation completed. 11 ICT enabled classrooms available
Faculty and the students are advised to take up research projects.	Three faculty have registered for Ph.D. and three faculty are pursuing Ph.D. 9 faculty and 61 students have submitted research project report
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<b>14. Whether AQAR was placed before statutory body ?</b>	Yes
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Name of Statutory Body	Meeting Date
College Governing council	06-Aug-2018

<b>15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?</b>	No
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<b>16. Whether institutional data submitted to AISHE:</b>	Yes
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Year of Submission	2018
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Date of Submission	29-Dec-2018
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<b>17. Does the Institution have Management Information System ?</b>	Yes
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If yes, give a brief description and a list of modules currently operational (maximum 500 words)	Information used for decision making, coordination, control, analysis and visualization of information in an organisation ( Institution) which helps in examining people, process and technology. On other hand, MIS collection of system, hardware, procedure and people that all work together to process, store and produce information that is useful and whenever needed for the organization (Institution). MIS is important because
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information and technology is used as a tool for solving problems. It helps top management in goal setting, strategic planning and evolving plans and their implementation. A well designed MIS will gather all the data without any more input from employees. Types:

- Management Reporting System : ( Database designed to report on the finances operation of all levels)
- EMIS A system for collection, Integration, Processing, Maintenance and dissemination of integration to support decision making, policy analysis and formulation, planning, monitoring and management at all level of an institution.
- To improve planning
- Resource allocation
- Monitoring
- Policy formation
- Decision making
- Designed to collect, analyse and report data on education system To provide a timely and informed basis for planning and management of education service a special software "ROBOVIDYA" and "BCKSIS" was developed.

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

• The institution is affiliated to Mangalore University and the entire Curriculum is designed by the various Boards of Studies (UG) of the University.

• The faculty members of the institution on these bodies play an active role in the design of the curriculum.

• Faculties of individual departments draw up the lesson plans based on the curriculum and share the work load on the basis of competence and comprehension.

• The classroom interactions acquiesce with the calendar of events drafted by the University.

• The limitation of the above process is mitigated by the compensatory classes held during the free time and holidays.

• Each faculty member maintains a work diary on daily basis, highlighting the work carried out. These work diaries are verified by the Heads of the Departments every week and by the Principal every month.

• The soft and hard copies of the syllabi of different subjects are provided by the University.

• The subject associations conduct workshops to discuss the effective translation of the curriculum and improve the teaching practices.

• The institution deputes the faculty for orientation programmes and refresher courses conducted by UGC and other agencies.

• Teacher participation in seminars and conferences is encouraged by the institution to upgrade the subject knowledge.

• Provision of internet connection to every department helps the faculty to get additional inputs about the subject matter thus, enhancing the subject knowledge of the faculty.

• The central library has more than 85,000 volumes on various subjects.

• Several departments have departmental library facility.

• Various journals, periodicals and e-journals are made available in the central library.

• Necessary infrastructural facilities, including physical space and ICT gadgets are provided by the institution.

• The

institution regularly invites Guest faculty from other institutions of higher learning and industries, for imparting up-to-date knowledge providing an opportunity for interaction. • Workshops on challenges in teaching and teaching methods are a regular feature of the institution. • Recruiting the eligible and competent faculty. • Conducting workshops on teaching methodologies. • Training the faculty on the use of ICT tools. • Provision of adequate ICT enabled rooms. • Providing the faculty with membership to Inflibnet and NDL. • The deputation of the faculty to workshops/seminars on curriculum implementation and encouraging them to present papers and participate in discussion sessions • The activities related to students' development are conducted on weekends and the register of attendance is maintained properly. • All these programmes are centrally monitored by the Head of the Institution. • The quality of all the enrichment programmes is evaluated by tests and feedbacks at the end. Information to student • Through induction programme at the beginning of the academic year. • Through college calendar issued to the students. • The examination related details are displayed on the student notice board. • The copies of the university regulations regarding undergraduate programmes, syllabus and university rules regarding examinations are supplied to every department for the information of teachers and students.

#### 1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
TALLY		02/07/2018	1	Software company	Accounting Packag
PROGRAMME IN C		02/07/2018	1	Software company	Programming
WATER CHEMISTRY AND MICROBE ANALYSIS		02/07/2018	1	Chemical Industry	Analyst
SURA SARASWATHI SABHA		02/07/2018	1	Language Translation	Language Translation

### 1.2 – Academic Flexibility

#### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BSc	MCZ	15/06/2018
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#### 1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
<b>No Data Entered/Not Applicable !!!</b>		

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

	Certificate	Diploma Course
Number of Students	119	25

### 1.3 – Curriculum Enrichment

### 1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
YOGA	02/07/2018	24
DRAMA	02/07/2018	15
YAKSHAGANA	02/07/2018	20
DRAWING PAINTING	02/07/2018	17
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### 1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Student Job orienting & training	4
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## 1.4 – Feedback System

### 1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	No
Parents	Yes

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

Feedback Obtained
<p>The faculty of the institution provide timely and constructive feedback on the curriculum to the university through subject associations, boards of studies and also through workshops thereby strive hard in improving the curriculum. Feedback from various stakeholders is regularly collected and analysed which resulted in the introduction of new certificate courses. •?Teachers participate in syllabus related workshops •Teachers actively contribute to the preparation of question banks and study materials •?Student feedback on curriculum has been collected at the end of the respective programmes. The feedbacks are analysed and the outcome is communicated to the university through the subject associations of the teachers. •Teacher feedback on curriculum is obtained at the end of every year and the outcome is communicated to the university through the subject associations, teachers associations and the Board of Studies in the respective subjects. •The feedback from the stakeholders (Parents) is collected during PTA meetings and the outcome is communicated to the university through the process as mentioned above. •The College has implemented interdisciplinary subjects at the Undergraduate level for the first time in the entire university and is well accepted by the student community. The institution has suggested to the University to implement the same at the university level. •?The institution has effectively included the cocurricular and extracurricular activity within the academic time table. •The curriculum prepared by the University is discussed by the faculty in the respective departments. •The feedback of the teachers is collected and presented to the University through the respective subject associations. The subject associations conduct workshops and seminars on curriculum and the outcome is communicated to the University. •?The faculties of the institution in the Board of Studies of the University take</p>

active part in the designing and developing of the curriculum at the University level. •The feedback obtained through the questionnaires from the students and stakeholders on curriculum is communicated to the University through the subject associations and Board of Studies. •The feedback, so collected, is used as parameter in effectively modifying the curriculum suggested by the University while imparting instructions. The feedback is analysed at different level to fulfill the necessary infrastructure.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BCom		270	750	270
BSc	MPC/MPCs/MSP/MCZ/BZC/MBB/BBZ	276	480	276
BBA		90	120	83
BCA		132	400	131
BA	HEK/HSP/HEP/EJP	285	51	51

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### 2.2 – Catering to Student Diversity

#### 2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	2215	7	91	3	0

### 2.3 – Teaching - Learning Process

#### 2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
94	51	21	17	2	6

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

Mentoring of students is an essential feature to render equitable service to all our students having varied background. Studentmentorship has the following aims: a. To enhance teacherstudent contact hours b. To enhance students' academic performance and attendance c. To minimise student dropout rates d. To identify and understand the status of slow learners and encourage advanced learners e. To render equitable service to students The institute has followed the suggestion made by IQAC, Higher Education Dept. to introduce the mentoring system. The importance of integrating the system for enhancing students' performance is a common resolution adopted by a meeting of the teaching faculty. The system was promptly and effectively put into practice. With a wide variation in the student population in regard to educational and economic background, the system promises to provide a better understanding of individual students and bring out their highest potential. It



also appears to be the most effective method/weapon for mitigating cases of those students who are vulnerable to dropout from studies. Design Implementation: The IQAC had taken the initiative of implementing the mentoring of students. Students are categorised based on the streams of studies and also according to their core subjects.

They are divided into groups of 2030 depending on the number of students. Each group is assigned a teachermentor who would perform mentoring duties. A Mentoring Format with Guidelines is prepared by the IQAC to ensure uniformity. a. Mentors maintain and update the Mentoring Format which contains space for entering particulars and performance of students (class tests, monthly attendance records, etc.) b. After collecting all necessary information, Mentors are expected to offer guidance and counselling, as and when required. c. It is the practice of Mentors to meet students individually or in groups. d. In isolated cases parents are called for counselling/special meetings with the Principal at the suggestion of the Mentor. e. If a student is identified as having weakness in particular subject, it is the duty of the Mentor to apprise the concerned subject teacher. Uniqueness: The institutional practice of Mentoring System has been designed and implemented – a. to be studentcentric b. to render equitable service to students of varied academic financial backgrounds

Constraints: With the introduction of continuous assessment under the Semester System, time factor could be a constraint for Mentors. Evidence of Success Though the system has only been implemented in the last few years, significant improvement in the teacherstudent relationship can be seen. The system has been useful in identifying slow learners and advanced learners. Based on the requirement deduced through a careful examination of each Mentor's report, the College has organised several Remedial Classes in the identified topics/subjects for slow learners. Targets achieved The Remedial Classes have been institutionalized after the implementation of the Mentoring System. NeedBased remedial classes have proved to be beneficial to the students in particular and the entire college in general. The institutional practice of Mentoring System has considerably enhanced the campus environment and brought about: a. Enhanced contact hours between Mentors

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2222	94	1 : 24

## 2.4 – Teacher Profile and Quality

### 2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
94	94	0	0	10

### 2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	REKHA G	Associate Professor	MALLIKA DATHI PRASHASTHI/Kannada Sahitya Parishat Bangalore
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## 2.5 – Evaluation Process and Reforms

### 2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	BAS	I/II/III YEAR	16/04/2019	20/06/2019
BCom	BCM	I/II/III YEAR	16/04/2019	20/06/2019

BSc	BSC	I/II/III YEAR	16/04/2019	20/06/2019
BBA	BBA	I/II/III YEAR	16/04/2019	20/06/2019
BCA	BCA	I/II/III YEAR	16/04/2019	20/06/2019
MCom	MCM	II YEAR	04/05/2019	29/06/2019
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### 2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

• **Centralized Continuous Internal Evaluation System:** Assessment of performance is an integral part of teaching and learning process. As a part of sound educational strategy, the institution adopts Centralized Continuous Internal Evaluation (CIE) System to assess all aspects of a student's development on a continuous basis throughout the year.

• **Orientation on Evaluation Process:** Students are made aware of the evaluation process through the following initiatives:

- The orientation programmes at the beginning of the semester through public address system of the college
- Teaching Plan contains evaluation procedures
- Academic Calendar with College Internal Assessment Exam dates
- Orientation on changes and amendments in the evaluation process through Tutorial Meetings
- Display in the College and Department Notice Board
- Result Analysis Review Meeting: Result Analysis is done by the class teacher after every CIA Test. Pass percentage of each course is calculated by dividing the total number of students appeared and passed in each course. The performance of the students is monitored by the Principal and the necessary feedback is given to the concerned faculty members. The Principal conducts Review Meetings department wise to give necessary feedback for the improvement of students' performance.
- Progress Reports Parents Meetings: The institution is keen on monitoring the performance of the students and reports to the Parents. Progress Reports are sent by the tutors to the parents after each of the test. Parents/Guardians are advised to note the performance of their wards and take remedial measure if needed. Whenever necessary, the tutor shall recommend the visit of the parent to the college for a discussion about the student.
- Remedial Classes are conducted for the slow learners, absentees and the students who participate in Sports, NSS activities and Placement Interviews. This practice helps struggling learners to update their subject knowledge and helps them to catch up with their peers.

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

The updated Prospectus and Calendar are published annually. The prospectus contains the following information about the college:

- o Rules and regulations
- o Details of courses offered
- o Details of the credit based semester system
- o List of cocurricular and extra curricula activities
- o List of addon courses and certificate courses
- o Information about the special coaching classes

The college calendar gives the following information:

- o Details of teaching nonteaching staff
- o Academic advisory system
- o Courses offered
- o Facilities available
- o Credit based semester system
- o Extra and cocurricular activities available
- o Rules and regulations of the institution
- o Details of examinations and tests
- o Regulations regarding the use of laboratories
- o Information about the college library
- o Book bank facility
- o Interdisciplinary courses
- o Medical inspections
- o Important regulations pertaining university examinations

• The college website - [www.basck.org](http://www.basck.org) also provides updated information about the institution.

• At the beginning of the academic year, an orientation programme for new comers is conducted, in which all the details regarding curricular, cocurricular and extracurricular activities are brought to their notice.

• Various curricular, cocurricular and extracurricular activities are planned at the beginning of every academic year and responsibilities are assigned to different faculty members on the basis of their interest and competency in the

area. •The distribution of academic work is done at the departmental level. The heads of the departments monitor the implementation and progress of the assigned work on regular basis. The academic responsibilities and their discharge are recorded in the work diary maintained by each faculty member and inspected by the HODs every week and the HOI every month. •Various cocurricular and extracurricular activities are carried out throughout the year by different associations, units and fora under the guidance of the respective conveners/coordinators. • Tests and examinations are conducted as per the schedule detailed in the college calendar. If the internal tests could not be conducted as scheduled due to unforeseen reasons, necessary rescheduling will be done. • University examinations will be conducted as per the timetable provided by the university and under no circumstances the examinations are rescheduled.

## 2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<http://www.basck.org/IOAC>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BAS	BA	HEK/HEP/HSP/EJP	57	46	80.70
BCM	BCom		257	232	90.27
BSC	BSc	MPC/MPCs/MSP/BZC/BBZ/MBB	172	165	95.93
BBA	BBA		63	56	88.88
BCA	BCA		120	109	90.83
MCM	MCom		7	7	100
BAS	BA	HEK/HEP/HSP/EJP	57	54	94.73
BCM	BCom		256	244	95.31
BSC	BSc	MPC/MPCs/MSP/BZC/BBZ/MBB	173	156	90.17
BBA	BBA		62	58	93.54
BCA	BCA		120	120	100
MCM	MCom		7	7	100

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## 2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<http://www.basck.org/IOAC>

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

### 3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Students Research Projects (Other than compulsory by the University)	1	Management	0.45	0.43
Any Other (Specify)	1	Management	1.1	0.8

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### 3.2 – Innovation Ecosystem

#### 3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
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#### 3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
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### 3.3 – Research Publications and Awards

#### 3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

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

Name of the Department	Number of PhD's Awarded
00	0

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Physics	2	1.88
International	Zoology	1	0.28
National	Sanskrit	1	5.5
National	Computer Science	1	0.45

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

Department	Number of Publication
Kannada	2
Physics	2
English	1
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

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

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

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	2	2	3	10
Presented papers	1	0	1	0
Resource persons	0	0	0	2
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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
SWACH BHARAT	IQAC/TOWN MUNICIPALITY	87	2200
BETI BACHVO BETI PADAVO	NSS/WOMEN FORUM/ ZILLA PANCHAYAT/ TALUK HEALTH DEPARTMENT	87	500
NATIONAL PULSE POLIO	RED CROSS/NSS RANGERSROVERS / GOVT. OF INDIA	10	45

ROAD SAFTY AWARENESS	RED CROSS/NSS/ RTO/ TRAFFIC POLICE	87	500
SPECIAL CAMP	NSS/BANTAKODU VILLAGE	87	125
VANAMAHOTHAVA	NSS/ FOREST DEPARTMENT	5	70
HEALTH ENVIRONMENTAL AWARDNESS	NSS/TMC KUNDAPURA	5	50
SWEEP PROGRAMME	ELECTION COMISSION OF INDIA	87	2100
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
00	00	00	0
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
COLLEGE	TOWN MUNICIPALITY	SWACH BHARAT	87	2200
REDCROSS/NSS/NC C	IRCS KUNDAPURA	ANTI DRUG AWARENESS	87	500
RED CROSS	IRCS KUNDAPURA	FIRST AID TREATMENT	20	270
RED CROSS/NSS	RTO/ TRAFFIC POLICE	ROAD SAFTY AWARENESS	87	500
RED CROSS	CERA CARE KUNDAPURA	EXACISE THERAPY	10	270
RED CROSS/NSS	DEPT. OF FIRE SAFTY./IRCS KUNDAPURA	FIRE SAFTY	10	270
RED CROSS/NSS	IRCS KUNDAPURA	NATIONAL YOUTH DAY	10	270
RED CROSS	MINAHIL PRODUCTION/IRCS KUNDAPURA	ATMA CHAITANYA	10	270
RED CROSS/NSS/R ANGERSROVERS	A.C.B.OF GOVT OF KARNATAKA/IRCS	ANTI CORRUPTION AWARENESS	87	400
RED CROSS/NSS/NCC	RAMAKRISHNA MISSION/IRCS	SWACH SOOCH AWARENESS	87	475
RED CROSS/NSS	GOVT. OF INDIA	NATIONAL PULSE	10	45

RANGERSROVERS		POLIO		
RED CROSS/NSS	ANTIWOMEN HARASSMENT CELL/IRCS	AIDS AWARENESS	35	600
NSS	FOREST DEPARTMENT KUNDAPURA	VANAMAHOTHAHA	5	70
NSS/WOMEN FORUM	ZILLA PANCHAYAT/TALUK HEALTH DEPARTMENT	BETI BACHVOBETI PADAVO	87	500
NSS	BANTAKODU VILLAGE	SPECIAL CAMP	87	125
NSS	T.M.C. KUNDAPURA	HEALTH ENVIRONMENTAL AWARENESS	5	50
COLLEGE	WOMEN FORUM	GENDER ISSUE.	12	1452
<a href="#">View File</a>				

### 3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
00	00	00	000
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
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## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
66.5	66.5

#### 4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Newly Added
Seminar Halls	Newly Added
Classrooms with LCD facilities	Newly Added
Classrooms with Wi-Fi OR LAN	Newly Added
Seminar halls with ICT facilities	Newly Added
Video Centre	Newly Added

#### 4.2 – Library as a Learning Resource

##### 4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Easylib	Fully	4.2	2010

##### 4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	91252	8064812	737	137732	91989	8202544
Reference Books	2905	574180	24	13825	2929	588005
Weeding (hard & soft)	17520	410130	198	33973	17718	444103
<a href="#">View File</a>						

##### 4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
<b>No Data Entered/Not Applicable !!!</b>			
No file uploaded.			

#### 4.3 – IT Infrastructure

##### 4.3.1 – Technology Upgradation (overall)

Type	Total Co mputers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	342	212	0	25	20	28	26	100	12
Added	17	0	17	0	0	0	0	0	0
Total	359	212	17	25	20	28	26	100	12

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



## 4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
00	<a href="#">00</a>

## 4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
24.65	25.11	66.5	84.9

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

• The infrastructural policy of our college is formulated to achieve the mission of teaching and learning in an effective way. The college Management decides the creation and enhancement of infrastructure from time to time keeping in view the infrastructural requirements of the existing courses and new courses envisaged, according to the needs of students and in tune with changing trends. • The institution has a definite mechanism for creation and enhancement of infrastructural facilities. Accordingly, the Governing Council, IQAC, and Staff Council present necessary proposals for infrastructural development to the Management. The Management allocates funds for the creation and enhancement of infrastructure on priority basis and ensures the creation of these facilities in time. The management has made the following organizational set up for the creation and maintenance of the infrastructural facilities:

- Building committee
- Estate manager/Supervisor
- IT department - Technical staff
- Electrician/Plumber
- Physical Facilities

The institution has adequate infrastructure facilities to meet the demands of courses that it offers and to provide the necessary teaching learning resources. • A number of infrastructural facilities have been created and enhanced in the last two years with a total expenditure of ₹802 lakhs. 38 furnished class rooms including 27 ICT enabled rooms • Well equipped laboratories, a science research laboratory, a multimedia language laboratory, Natural history museum, History museum, computer hardware museum, botanical garden, central library, eight audiovisual halls, five auditorium/seminar halls, two open air theaters, an indoor sports complex and a spacious playground cater the curricular, co curricular and extracurricular needs of the institution. • The institution also has residential facilities for teaching and non teaching staff and lady students. • Canteen, common rooms for boys and girls, separate office spaces for various student centric activities, student service center are additional facilities available in the institution. Library as a Learning Resource A spacious library (3500 Sq. Mts.) with 94918 volumes, about 166 journals/periodicals, about 303 CDs, and an internet cafe caters the learning requirements of the faculty and students. In addition to physical learning resources available, virtual library facilities are also provided. IT Infrastructure A centralized server system, connecting the entire campus, has enabled smooth and speedy administration. The IT infrastructural facilities include desktop computers, laptop computers, two servers, thin client RDS desktops which provide 1:8 computer student ratio. Well established LAN facility links all the departments. Licensed software is being used in the servers and systems. • Maintenance of Campus Facilities Campus facilities are being well maintained through the appointment of full

time supervisor, regular electrician, plumber, carpenter, masons, IT admin and technicians. UPS and generator facilities help to provide continuous power and drinking water supply • The institution chalks up a plan for optimum utilization of infrastructure in the commencement of the academic year for its various academic and other activities. • Optimum utilization of the infrastructure is ensured by the institution by allocating infrastructural space to every curricular, co curricular, and extracurricular activity of the College and these activities form a part of the regular time table.

<http://www.basck.org/IQAC>

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	TRUST	165	518000
Financial Support from Other Sources			
a) National	Government/Private	1550	5414388
b) International	0	0	0

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#### 5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
SKILL DEVELOPMENT	18/06/2018	66	Veta English Speaking School, Kundapura
REMEDIAL COACHING	18/06/2018	54	COLLEGE
LANGUAGE LAB	18/06/2018	8	COLLEGE
BRIDGE COURSE	18/06/2018	65	COLLEGE
YOGA	18/06/2018	24	COLLEGE
PERSONAL COUNSELLING	18/06/2018	15	COLLEGE
MENTORING	18/06/2018	2222	COLLEGE

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#### 5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	GST Training	250	250	250	31
2018	IBPS	40	40	25	8
2018	MBA	300	300	230	100

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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Wipro, Divya System, ICICI Bank	143	29	Hiremene Bangalore, TCS, Infosys Technology, Infosys BPO, Concentrics, Reilence JIO, Fidelity National Finance	452	245

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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	175	BCOM	COMMERCE	Mangalore university	M.Com, M.B.A
2019	155	BSC	SCIENCE	Mangalore university, Manipal University, NITK	M.Sc/M.C.A
2019	38	BBA	ADMINISTRATION	Mangalore university, Manipal University	M.B.A
2019	75	BCA	COMPUTER APPLICATION	Mangalore university, Manipal University, VTU	M.C.A./M.S./M.Sc
2019	24	BA	ARTS AND LANGUAGE	Mangalore/My sore university	M.A.

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg: NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
<b>No Data Entered/Not Applicable !!!</b>	
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#### 5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Ball Badminton	University	300
Music Competitions	University	560
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### 5.3 – Student Participation and Activities

#### 5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	Net Ball	National	1	0	180049	Akshay
<a href="#">View File</a>						

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

The institution has encouraged the establishment of the decentralised and activity oriented associations and forum where the students were interested in particular activity take initiative and leadership to organise the activity under the guidance of staff advisor. ? These associations/forum have their own administrative set ups to organise cocurricular and extracurricular activities of specific interest to promote the skills, competencies, values, training and exposure to new area of knowledge. ? These activities are funded by the institutions and in some cases, the sponsorships / collaborations of the alumni and outside agencies is availed. ? Extracurricular and cocurricular classes are conducted by different associations every week for promoting student participation in debate, group discussions, quiz, creative writing, critical reading, etc. ? NSS, NCC, Sports, FineArts, Drawing and Painting, Yoga, Rangers Rovers, Youth RedCross, Yakshagana and Ranga Adhyayana Kendra are the other platforms for promoting the student participation. • Plan for various cultural activities is drawn up at the beginning of the academic year and implemented by different associations throughout the year. • Training facilities by invited experts in different spheres. • Organizing various events and deputing students to participate in intercollege, university, state and national level cultural events.

### 5.4 – Alumni Engagement

#### 5.4.1 – Whether the institution has registered Alumni Association?

Yes

• Alumni association is a part of college committee. • We have old students association since many year which is not registered earlier, now according to TRUST ACT we have registered the same and the registered association is active since 2017. • •?Alumni association has contributed liberally towards infrastructural development, free midday meal scheme and scholarships. •?Felicitation of teachers during Teacher’s day celebrations. •?Felicitation of retired staff of the institution during annual day celebrations of the association. •?Encouragement to students to participate in various cocurricular

and extracurricular activities. • Recognition of rank holders at university examinations. • Institution of annual 'Major Sandeep Unnikrishnan Award' to Best Army and Navy NCC Cadets.

5.4.2 – No. of enrolled Alumni:

1600

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

1776169

5.4.4 – Meetings/activities organized by Alumni Association :

Two meetings are held at the beginning of academic year to chalk out the activities to be conducted. • Alumni association has contributed liberally towards infrastructural development, free mid day meal scheme and scholarships. • Felicitation of teachers during Teacher's day celebrations. • Felicitation of retired staff of the institution during annual day celebrations of the association. • Encouragement to students to participate in various cocurricular and extracurricular activities. • Recognition of rank holders at university examinations. • Institution of annual 'Major Sandeep Unnikrishnan Award' to Best Army and Navy NCC Cadets. • it was decided to organize alumni reunion day.

## **CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT**

### **6.1 – Institutional Vision and Leadership**

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Decentralization Institute has a mechanism for delegating authority and providing operational autonomy to all the various functionaries to work towards decentralized governance system. Principal Level • The Governing Body delegates all the academic and operational decisions based on policy to the Staff Council headed by the Principal in order to fulfill the vision and mission of the institute. • College council formulates common working procedures and entrusts the implementation with the faculty members. Faculty Level • Faculty members are given representation in various committees and allowed to conduct various programs to showcase their abilities. • They are encouraged to develop leadership skills by being incharge of various academic, co curricular, and extracurricular activities. • They are given authority to conduct industrial tours and to have tie up with industry experts and appointed as coordinator and convener for organizing seminars/workshops/conferences/FDPs. • Other units of the institute like sports, library, etc. have operational autonomy under the guidance of the various committees/cells. • For effective implementation and improvement of the institute following committees are formed. Student Level Students are empowered to play an active role as a coordinator of cocurricular and extracurricular activities, social service group coordinator. Participative management • The institute promotes a culture of participative management by involving the staff and students in various activities. • All decisions of the institution are governed by management of facts, information and objectives. • Both students and faculties allowed to express themselves of any suggestions to improve the excellence in any aspect of the Institute. Strategic Level • The principal, academic cocoordinator and staff members are involved in defining the policies and procedures, framing guidelines and rules regulations pertaining to admission, placement, discipline, grievance, counselling, training development, and library services etc., and effectively implementing the same to ensure smooth and systematic functioning of the institute. • For the various programs to be conducted by the institute all the staff members will meet, discuss, share their opinion and plan for the event and form various committees involving students and coordinate with others. • Staff members are

also involved in deciding academic activities and examinations to be conducted by the college. Functional Level • At functional level the faculty members participate in sharing the knowledge by discussing on the latest trends in technology during faculty meeting. • Faculty members also write joint research papers and share their knowledge. Operational level • The principal of the institution is a member secretary of the Governing Council. The GB gives suggestions and monitors the procurement, introduction of new programs and welfare activities. • The Principal of the institution is responsible for academic, nonacademic and administrative activities of the institution. • On behalf of the institution, he interacts and corresponds with Govt. of Karnataka, UGC, Affiliating University, etc., • The budget is earmarked for staff members and students to participate in various programmes organized by the institute. All the staff members actively participate in implementing the policies, procedures, and framework designed by the management in order to maintain and achieve

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

Partial

## 6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	? Online Admission including online payment facility in both UG PG levels. ? Online admission is made strictly on the basis of merit. ? Strict observance of Govt. Rules for Reserved Categories.
Curriculum Development	? Senior faculty members will be the members of Board of Studies in various subjects who suggest improvements/modifications in the curriculum based on student need and current trends in the subject. ? Inclusion of field work, industrial visit and educational excursion in both Undergraduate and Post graduate levels. ? Complementing traditional written examination with Project work and seminar presentation based evaluation.
Teaching and Learning	? Wide access to internet facility to utilize online learning resources. ? Ejournal facility for carrying out project works. ? Learning through Field Work, Industrial visit, summer school. ? Enhancement of learning skills of the Students through participation in different seminars. ? Teachers are encouraged to use ICT teaching and participate in training programmes, seminars, workshops, orientation and refresher courses. ? Students are encouraged to enrich their knowledge by referring the periodicals, journals and eresources. ? Tutorial classes.
Examination and Evaluation	? College has complemented traditional



written examination with project work, assignments, debates, group discussion, literature review, power point presentation, viva and Seminar lectures.

Research and Development

? Motivates faculty members for research publications in peer reviewed journals with high impact factor. ? Encourages them to present papers in International/National/State Level Seminars, workshops and to act as resource persons. ? Exhibits the publication of research work of the faculty members in the college library to inspire further research. ? College explores various funding agencies for sponsoring major / minor projects. (DBT, DST, UGC etc.) ? Motivates the faculty members and the students to organise various seminars workshops at Institutional / State / National / International levels. ? Encouraging faculties to register as M.Phil. / Ph.D. guides.

Library, ICT and Physical Infrastructure / Instrumentation

? Construction of first floor of the Ladies Hostel to cater to the needs of the students ? Provision for free high speed internet facility for use of the elearning resources. ? Increase of the internet bandwidth from 20 mbps to 100 mbps through broadband and lease line to facilitate the research laboratory along with departments. ? Provision for access of ebook facility through INFLIBnet ? Separate internet connection in the library to access the e resources. ? Provision of more ICT enabled class rooms and auditoriums. ? Procurement of more equipment, teaching aids and books. ? Procurement of more desktop and laptop computers. ? Installation of RFID system in Library ? Setting up of the solar panels to cater the need of electrical energy. ? Construction of rain water harvesting system. ? Bringing to use the newly constructed sports room for ladies students and staff. ? Up gradation of history museum. ? Installation of Napkin Disposal machine for the safe disposal of used sanitary napkins of lady students.

Human Resource Management

? Motivating and facilitating the faculty members to participate in Refresher Orientation courses. ? Arrangement of computer training programmes for Teaching and Nonteaching

staff. ? The institution has a Career Guidance and Placement Cell which provides leadership training, career guidance, and placements. ? The policy of 'Right man for the right job' is adopted in the institution. ? Selfappraisal of the teachers through maintenance of Academic Diary. ? Maintenance of Grievance Redressal Cell, AntiRagging Committee, Women antiHarassment Committee. ? Organization of a workshop on different safety measure to adhere to in daily life and in work place.

Industry Interaction / Collaboration

? Tata Consultancy Services (TCS) organises a 40 hours training programme for employability related skill development of our students. ? The industry interaction programmes are conducted through industrial visits and inviting entrepreneurs to interact with the students. ? College maintains regular interaction with a number of Industry Houses like WIPRO, CONCENTRIX, TCS, INFOSYS...These industrial organisations participate in the Campus Hiring Drive ? Industrial visits to Students broaden the real life experience of the students. ? Eminent members from industries act as visiting faculties, experts and Trainers.

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

E-governance area	Details
Planning and Development	<p>? Implemented SMS system for dissemination of information including regular notice to all stakeholders. ? Setting up office 365 platform to interact with staff and students.</p>
Administration	<p>? Maintaining of all the files in orderly manner. ? Prominence given to cashless transaction. ? Institution is network oriented, has high speed internet facilities. ? Recruiting highly trained nonteaching staffs. ? Procurement of materials and supplies through quotations and placing it before appropriate bodies. ? Digitization of work environment to minimize the use of paper. ? Training programmes for the updation of office staffs regarding new technology used in administration work. ? Supervision of tangible assets by the supervisor appointed by management. ? Notice display system for students and other stakeholder. ? Submission of retirement</p>



	related documents through epension portal.
Finance and Accounts	? Fully computerised office and accounts section. ? Maintenance the college accounts through Robosoft. ? Reception of salary fund from Govt. through HRMS portal
Student Admission and Support	? Online admission including online payment gateway. ? Maintaining student's database through software. ? Implemented online CBCS semester information system for PG Courses.
Examination	? Initiated online portal Entry in service facility for Competitive Exams. ? OnLine class tests

### 6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	Heena Kauser	Genetics the basic of life	SDM college Ujire	2500
<a href="#">View File</a>				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	ICT	COMPUTER TRAINING	14/07/2018	14/07/2018	94	8
<a href="#">View File</a>						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
REFRESHER COURSE	3	22/11/2018	12/12/2018	21
ORIENTATION PROGRAMME	1	22/11/2018	19/12/2018	28
SHORT TERM COURSE	2	28/10/2018	03/11/2018	7
<a href="#">View File</a>				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
24	70	8	38

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<ul style="list-style-type: none"> <li>• Residential quarters. • Provision of accommodation in ladies hostel on request for lady staff members. • Canteen facilities. • Medicare facilities at Kasturba Hospital, Manipal. • Provident fund. • Gratuity scheme. • Maternity benefits</li> </ul>	<ul style="list-style-type: none"> <li>• Residential quarters. • Provision of accommodation in ladies hostel on request for lady staff members. • Canteen facilities. • Medicare facilities at Kasturba Hospital, Manipal. • Provident fund. • Gratuity scheme. • Maternity benefits</li> </ul>	<ul style="list-style-type: none"> <li>• Free midday meal scheme. • Scholarship on merit cum poverty basis in addition to freeship provided by the government. • Additional scholarship facility instituted by the alumni. • Internet and photocopy facilities. • Student service centre for stationary items, photocopy etc. • Acquisition and distribution of uniform material at negotiated cost price. • Hygienic food at subsidized rates in the college canteen • Locker facility for mobiles • Help desk for applying to different scholarships</li> </ul>

6.4 – Financial Management and Resource Mobilization

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

? Internal Audit Local auditor is appointed by the management verifies finance and accounts every year. The auditor conducts audit through following ways, ? Verifying receipts, vouchers and bills ? Affirmed scrutinizing the government grants and college grants. ? Student's strength, scholarships, equipment's, fixed assets, U.G.C (assets) will be examined. ? Statements prepared by the institutions like income and expenditure, bank reconciliation, joint account and balance sheet. ? The minutes of meeting of the board of governing body for decision on purchase and investment. ? External Audit Auditor will be sent by Joint Director's Office, Mangalore (Department of Collegiate Education, Government of Karnataka) every year and auditor from Auditor Generals's Office once in three years. They visit our institution to examine the following documents and infrastructure. ? Salary statements and arrears of salary. ? Scholarship, tuition and laboratory statements. ? Service register of staff. ? Infrastructures (fixed assets). ? Joint account and balance sheets.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
H.R.Shetty Charitable Society,Jindal	1885669	SCHOLARSHIP

Foundation, Smt. Seethabai  
Sridhar Godbole, V.R. Dempo  
Charitable Trust

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6.4.3 – Total corpus fund generated

9000000

## 6.5 – Internal Quality Assurance System

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

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

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

- Feedback on curricular activities is obtained.
- Public opinion is solicited and assists in taking remedial measures.
- Encouragement to student to participate in various cocurricular and extracurricular activities.
- Association has contributed liberally towards infrastructural development, free midday meal scheme and scholarships.

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

- Residential quarters.
- Medicare facilities at Kasturba Hospital, Manipal.
- Provident fund.
- Gratuity scheme.

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

- Online feedback from students and parents is initiated and feed backs analysed and analysis report submitted to the management.
- ParentTeacher meeting conducted regularly.
- Alumni Association registered and activities strengthened.
- Documentation of flora and fauna in the campus and nearby areas initiated.
- Online tests are conducted wherever possible.
- All vacant teaching and nonteaching posts are filled.
- Student placement records maintained.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Swachh Bharath Abhiyan	02/10/2018	02/10/2018	02/10/2018	2200

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## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Women Empowerment programme	09/01/2019	09/01/2019	300	0
Beti Bachavo - Beti Padavo	08/03/2019	08/03/2019	1452	0

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

Percentage of power requirement of the University met by the renewable energy sources
Alloted.110kW, Solar 100kW grid link and 10 kW separate with 80 efficiency

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	8
Provision for lift	Yes	8
Rest Rooms	Yes	8

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
<b>No Data Entered/Not Applicable !!!</b>							
No file uploaded.							

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

Title	Date of publication	Follow up(max 100 words)
Staff Manual	18/06/2018	<ul style="list-style-type: none"> <li>• To find approaches for effective teachinglearning process.</li> <li>• To build healthy academic atmosphere in the campus.</li> <li>• To make effective and optimal use of learning resources available with the full participation of the staff.</li> <li>• To explore and utilise the opportunities for research, consultancy and extension activities in the college.</li> <li>• To address the campus and classroom problems</li> </ul>

		effectively. • To create the spirit of oneness among the staff in all academic exercises aimed at quality enhancement.
Students Hand Book	18/06/2018	<ul style="list-style-type: none"> <li>• The college Anthem.</li> <li>• Management and Staff.</li> <li>• Vision, mission, quality policy.</li> <li>• About the college.</li> <li>• Norms and regulations.</li> <li>• Scholarships, Freeships.</li> <li>• The academic Advisory System.</li> <li>• Infrastructures.</li> <li>• Laboratories, Library, Book Bank.</li> <li>• Issue of Certificates.</li> <li>• Medical Inspection.</li> <li>• Calander.</li> <li>• AntiRagging Help Line</li> </ul>

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Moral and Spiritual Camp	28/08/2018	28/08/2018	500
Road safety awareness programme	05/09/2018	05/09/2018	500
Swami Vivekananda Jayanthi	12/01/2019	12/01/2019	2000
Gandhi Jayanthi "Swatch Bharath Abhiyan"	02/10/2018	02/10/2018	2200
Beti Bachavo - Beti Padavo	08/03/2019	08/03/2019	1452
Aids Awareness	16/01/2019	16/01/2019	600
Vanamahothsava	11/07/2018	11/07/2018	70
Gender Issue	09/01/2019	09/01/2019	300
Health and Environmental Awareness	27/02/2019	27/02/2019	2200
International Yoga day	21/06/2018	21/06/2018	400
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Energy Conservation: LED bulbs to minimize power consumption
Use of Renewable Energy: Solar Power Plants installed
Water Harvesting: A project on water harvesting has been undertaken
Carbon Neutrality: Trees are planted in and around the campus
Plantation: Maintenance of a separate Botanical Garden Organizing annual Vana

## Mahothsava

**Hazardous Waste Management:** A project for waste management is undertaken. Awareness programs are conducted regularly by the institution on waste management entitled "Protect Environment".

**Ewaste Management:** Part of the ewaste has been utilized for the preparation of models by the students of computer science department. Contract with Delhi based ewaste Management Company for the disposal of ewaste. Research on ewaste management by one of the faculty members of the institution.

### 7.2 – Best Practices

#### 7.2.1 – Describe at least two institutional best practices

**Best Practice - I**

1. Title of the Practice: Interdisciplinary course
2. Goal:
  - To gain basic knowledge of some area of interest for the students.
  - To get the students exposed to new subject areas.
  - Create interest among the students by interacting with resource persons of other subjects.
3. The Context: An attempt is made to introduce the students to a new subject area other than their sphere of study. Initially students were hesitant in selecting a course and to overcome this, the faculty members provided proper counselling and guidance to the students to assist them in choosing the apt course. Syllabus is drafted by the respective department and the same is implemented.
4. Practice: Students are required to choose any one of the prescribed subject/ stream other than their core subject and shall attend one hour instruction per week according to prescribed syllabi. A course content that could be discussed for a duration of one hour per week is prescribed. The faculty members of the concerned departments were given the responsibility of conducting the classes. Practical sessions, question and answer etc. are introduced wherever applicable. Guest lecture on special occasions are arranged by external resource person if needed.
5. Evidence of Success: At the end of the program, a test (preferably multiple choices) is conducted to evaluate the student performance. Students' performance was remarkable indicating that the program is accepted by the students.
6. Problems Encountered and Resources Required:
  - Motivating the students to new programs and enrollment of students
  - Drafting a reasonable course content that would be appreciated by the students.
  - Allotment of human resources for the best implementation of the program.

**Best Practice II**

1. Title of the Practice ICT facilities
2. Goal: OFC networking:
  - To provide a centralized environment for better digital resource sharing
  - To provide faster networking facility with higher bandwidth.
- RDS systems
  - To provide a virtual centralized environment with Windows 2012 server.
  - To motivate digital communication inside the institution.
  - To provide centralized access to general digital resources such as storage as well as applications.
  - Protection on sensitive documents with proper authentication.
  - Reduction of recurring costs by placing thin clients.
- Domain facility
  - To provide intranet facility to the institution.
  - To provide individual email id for all the faculty and students
- Office 365 facility
  - To get the fullest benefit of social media networking through the college domain.
  - To provide paper less communication in the institution.
  - To facilitate sharing of academic resources like study materials and lab manuals.
  - To notify the students about institutional activities as well as campus recruitment events which can be accessed anywhere through internet.
  - To send online notifications to faculty members.
  - To facilitate discussion environment to students and lecturers so that it will provide a virtual class room environment.
  - To provide students a social media environment where they can directly communicate with each other in the form of emails, chatting etc.
- This will help them in discussing the things of their need. Computerized students' progression entry by RoboVidya application software.
  - To get centralized and digitized access over the students' progression.
  - To facilitate error free maintenance through digitized students' progression entry.
- Networked Printers
  - To provide faster and better printing services.
  - Cost reduction by



replacing multiple dotmatrix and laser printers by one powerful networked printer. •To minimize power consumption. 3.The Context: Absence of network environment Internet to various departments through separate lines and modems - Excessive recurring expenditure on maintenance of hardware/software/licence Greater power consumption due to separate/individual systems Lack of digital sharing/communication among faculty/students Absence of an exclusive domain id to the institution prevented individual faculty being provided with an official email id - disadvantageous in procuring research articles/membership to academic/professional bodies, etc. Presence of printers in many places resulted in excessive recurring expenditure on paper, toner, power and maintenance. To overcome these disadvantages and to get aligned with the Digital India move, the institution has introduced many ICT enabled facilities. The internet and WiFi facility have been centralized with OFC infrastructure with the support of high bandwidth internet service providers. This facility helped the organization to provide a centralized digital environment. Using this highspeed networking the college has implemented Remote Desktop Systems (RDS) to bring all the departments as well as their faculty member under one roof of networked systems with the Windows 2012 server. This will drastically reduce the recurring cost on individual machines to implement on each department as well as other access points since RDS system enables to install thin clients and also power consumption will be reduced. By this, institution can share storage resource as well as software applications. This will lead to safe and secure access of all digital resources provided by the institution. This will also lead to get all the software systems and applications licensed and hence a legal digital environment. The institution has its own domain to facilitate email id to all the faculty members as well as students. This domain and loginid with the support of Office 365 provides a proper private social media networking for all the members of the institution. Since this provides a virtual class room environment every member of the institution can use this as a platform for discussion and resource sharing. Computerized attendance entry in RoboVidya software enables error free record maintenance of the students' attendance. It also helps in faster access of a particular record to the related stakeholder. Administrative block, Computer Science laboratories and Library have networked printers to provide faster and economic printing services. Since one powerful printing machine replaces many dotmatrix or multiple laser printers it is cost effective and power consumption will be reduced to a greater extent. 4. Practice: Older WiFi based networking which were supported by the coaxial cables were leading to a problem of very low network speed in the institutions networked environment. This was becoming a hurdle in creating a centralized digital environment. Now this old networking is completely replaced by new Optical Fiber Cable networking which allowed faster network speed and provision of higher bandwidth of better service providers. Since OFC networks provide decent speed in networking the institution has shifted from its decentralized digital environment to centralized digital environment. This is brought in to practice by installing Remote Desktop System with Windows 2012 server and thin clients in the individual access points (departments). This helps in resource sharing like storage space and software applications. This, in turn, helps in easily possessing legalized software packages and to provide better security for all the digital contents since proper authentication is required to access them. Office 365 login is provided to all the faculty members and students hence they can access their own emails and manage their user account. Here faculty members are allowed to create groups according to class, subject of interest, or under any related area. Then they can place other faculty members in the group and provide the authentication and place students also as members. By this it creates a perfect social media networking where students and lecturers can share space in this virtual environment. This means they share resources, take part in live chatting to discuss any topic of their interest, to provide

information on many activities going on in and around the institution and campus recruitment events' information etc from anywhere they are present. This virtual environment provides a better way of communication because it needs internet and internet enabled devices to get access to this. Students' attendance is maintained both in manual and digitized format. RoboVidya software has been used to enter the students' daily attendance. In this software every faculty is provided with a login id and their time table is stored by the administrator. Each staff member can enter the attendance after engaging the class. At any time any faculty member can access the attendance record of a particular class and hence the student's attendance also.

Administrative block, Computer Science laboratories and Library have one networked printer each. This reduces cost on printing, improves quality of printing, reduces power consumption and time for printing per page. 5. Evidence of Success: •Flexible and effective communication is possible because of the centralized digital environment. •Effective reduction of recurring cost in hardware as well as software because of the installation of thin client machines. •Strict security measures are imposed on institution's data and information by enforcing authentication. •Paper usage has been effectively reduced because of digital communication. •Students and the faculty can effectively communicate with each other through Office 365. •Learning resources are shared effectively and more economically via groups in Office 365. •Easy, faster and accurate access over students' attendance. •Power consumption is effectively reduced by thinclients. •Networked printers effectively reduce cost of maintenance, they reduce power consumption and they also help in faster printing services. 6. Problems Encountered and Resources Required: •Relatively high installation costs. •Providing or getting fullest support and service in times when defects were found. •Creating awareness in changed digital environment of the institution. •Creating awareness and motivating the utilization of social media network created by the institution.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<http://www.basck.org/IOAC>

### 7.3 – Institutional Distinctiveness

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

Digital Garden –A new approach in plant taxonomy Dr. A. S. Bhandarkar Memorial botanical garden of Bhandarkars' College, Kundapura, houses good number of plants, which include variety of plants such as rare, endangered, ornamental, bonsai, aquatic, epiphytic and insectivorous plants etc. Assigning QR (Quick Response) codes to these plants has been undertaken to digitize the details of these plants. QR scanners of smart phones scan these details and especially students can avail details of these plants at their homes. This technology helps in cutting down printing expenditure as well as reduce the use of papers. Assigning of QR codes definitely boosts Digital India Campaign. This digitization of plants help in conservation plants and strengthens Green India concept. Advantages of a QR code: The main advantage of a QR code is its versatility. QR codes can be used for anything and Everything. A QR code can carry up to some hundred times the amount of information a conventional barcode is capable of. When comparing the display of both: a conventional barcode can take up to ten times the amount of printing space as a QR code carrying the same amount of information. A QR code is capable of being read in 360 degrees, from any direction, thus eliminating any interference and negative effects from backgrounds. Also, the algorithm which is used to create QR codes will allow for an error margin (approx. 730). Generation QR codes for plants: Steps involved are as follows: • Open Website dash board and dashboard opens, click



on pages and open new page. • Fill the content, insert images etc. After typing of content click on publish button. Click on view page. Then new page opens, go to web address (URL) and copy the web page address. • Go to QR Code Generator, paste the web address and save. We will get the QR Code • Print the generated QR Code on Sticker paper and stick it to the Plant identification board. When you focus your mobile camera on QR Code the web page of that specific plant instantly opens. Challenges: Collecting the technical information regarding each plant species, typing and assigning QR code is a hectic task and requires thorough technical knowledge. Taking photographs of the plants also requires artistic skill and printing of the QR codes and assigning it to the plants is an elaborate process.

Provide the weblink of the institution

<http://www.basck.org/IQAC>

### **8.Future Plans of Actions for Next Academic Year**

1. Planned to conduct a Seminar/workshop/conference. 2. Planned to monitor the student's attendance and performance through automation. 3. Planned to establish an intranet facility between departments. 4. Planned to separate class for C.A. aspirant student. 5. Planned to introduce certificate course. 6. Planned to motivate students to participate in research activities. 7. Planned to motivate Faculty to participate in on line refresher/FDP/short term course. 8. Planned to motivate the students to engage in community service. 9. Planned to digitize the plants of botanical garden.