



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution		BHANDARKARS' ARTS AND SCIENCE COLLEGE
Name of the head of the Institution		Dr .N.P. NARAYANA SHETTY
Designation		Principal (in-charge)
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.in
Address		NH 66, VADERHOBLI
City/Town		KUNDAPURA
State/UT		Karnataka
Pincode		576201
2. Institutional Status		

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.in

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://basck.in/IQAC/AQAR/AQAR%20new2018-19.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://basck.in/IQAC/Academic%20calende r/2019-20/first%20year%202019-20.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	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

05-Jul-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

Feedback from all stakeholder collected, analysed and used for improvement	20-Feb-2020 1	700
Participation in NIRF	22-Aug-2019 1	16
Regular meeting of IQAC	18-Dec-2019 1	15
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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
NIL	NIL	NIL	2020 0	0
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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 :

3

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	Achivements/Outcomes
To conduct seminars and workshops.	Rescheduled to September and October 2020
Planned to digitize the plants of botanical garden.	Work is in progress
Planned to motivate the students to engage in community service	Students are participated in SWACHATHA ABHIYAN on the occasion of Gandhi Jayanthi
Faculty and the students are advised to take up research projects.	Two faculty have registered for Ph.D. and three faculty are pursuing Ph.D. 9 faculty and 61 students have submitted research project report
Planned to motivate Faculty to participate in on line refresher/FDP/short term course	Faculty member actively participating in SWAYAM platform for ARPITH/FDP Course
Planned to motivate students to participate in research activities.	Students submitted their projects
Planned to introduce certificate course	Six certificate course started to function.
Planned to separate class for C.A. aspirant student.	Class room construction is in progress.
Planned to establish an intranet facility between departments.	PUBLIC SHARE folder is established
Planned to monitor the student's attendance and performance through automation.	College web app." Students Attedence Portal"
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14. Whether AQAR was placed before statutory body ?	Yes
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Name of Statutory Body	Meeting Date
College Governing council	12-Sep-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
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16. Whether institutional data submitted to AISHE:	Yes
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Year of Submission	2020
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Date of Submission	08-Feb-2020
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17. Does the Institution have Management Information System ?	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 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 deposes 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 95,358 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 has regularly upgraded its infrastructure to meet the academic needs. Some of the recent initiatives are: expansion of UG block, construction of class rooms, expansion of library, enlargement of AV Rooms • 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. Institution has encouraged to Adopt Learner Centered Approach Eg- online Quiz, Assignments and online internal tests made students easy to get connect with the institution and examination especially during covid -19. • 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.

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
Computer Graphics and Designing		03/07/2019	365	IT Sector	Program Development skill
C and DS		03/07/2019	365	IT Sector	Program Development skill
Angular JS		03/07/2019	365	IT Sector	Web Development Skill
PHP		03/07/2019	365	IT Sector	Web Development Skill
React JS		03/07/2019	365	IT Sector	Hybrid App Development Skill
Maintenance of Home Appliances		03/07/2019	365	Self-Employment	Skill development

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BA	NIL	01/07/2019
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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
BA	HEK/HSP/HEP/EJP	20/06/2019
BSc	MPC/MPCs/MSP/BZC/MCZ/BBZ	20/06/2019
BCom	BCom	20/06/2019
BBA	BBA	20/06/2019
BCA	BCA	20/06/2019

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

	Certificate	Diploma Course
Number of Students	452	0

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	03/07/2019	7
DRAMA	03/07/2019	23
YAKSHAGANA	03/07/2019	16
DRAWING PAINTING	03/07/2019	4
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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	MCZ/BBZ	29
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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	Yes
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

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 co-curricular and extra-curricular activity within the academic time table. •?The curriculum prepared by the University is discussed by the faculty in the respective departments. •?The subject associations conduct workshops and seminars on curriculum and the outcome is communicated to the University. Institution also conducts an online practice of collecting feedback from teachers •?The faculties of the institution in the Board of Studies of the University take 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. Feedback has been collected from the students and parents through network regarding curriculum. •?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 fulfil the necessary infrastructure. The feedback from Alumni is taken, for improving the curriculum by differentiating their curriculum with the present. The feedback from the campus recruiters are collected to enlighten the curriculum so that the student can get into the Companies.

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		330	472	330
BSc	MPC/MPCs/MSP/MC Z/BZC/MBB/BBZ	276	246	197
BBA		90	95	81
BCA		132	206	180
BA	HEK/HSP/HEP/EJP	245	59	50

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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
2019	2362	0	90	0	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
90	56	5	10	2	8
View File of ICT Tools and resources					
View File of E-resources and techniques used					

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

Student-mentorship is an essential feature to render equitable service to all our students having varied background. Following are the aims: a. To enhance teacher-student contact hours b. To enhance students' academic performance, attendance, minimise student drop-out rates c. To identify and understand the status of slow learners and encourage advanced learners. Institute has followed the suggestion made by IQAC, Higher Education Dept., to introduce Mentoring System. The importance of integrating the system for enhancing students' performance is a common resolution adopted by teaching faculty meetings. The system was promptly and effectively put into practice. With a wide variation amongst students in regards to educational and economic background, the system delivers a better understanding of individual students and brings out their highest potential. It seems to be the most effective technique for mitigating cases of those students who are vulnerable to drop-out from studies. Design Implementation: IQAC had taken the initiative of implementing the mentoring of students. Students are categorised based on the streams of studies and also on their core subjects. Groups of 20-30 are made based on the number of students. Each group is assigned a teacher-mentor to perform mentoring duties. Mentoring Format with Guidelines is prepared by the IQAC to ensure uniformity. a. Mentors maintain and update the Format which contains space for entering particulars and performance of students (class tests, monthly attendance records, etc.) b. Mentors are expected to offer guidance and counselling after accumulating all necessary information. c. Mentors are accounted 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 Mentor. e. It is the Duty of the Mentor to apprise the concerned subject teacher if a student is weak in particular subject. f. Mentors accompany students, for motivation towards Co-curriculum and extra- Curriculum activities also participation in social awareness programmes. Uniqueness: Institutional practice of Mentoring System has been designed and implemented – a. To be student-centric. b. To render equitable service to students of varied academic financial backgrounds Constraints: Introduction of continuous assessment under the Semester System, time factor would be a constraint for Mentors. Evidence of Success Though in its early years, significant improvements in the teacher-student relationship can be seen. System identifies slow learners and advanced learners. After careful examinations of each Mentor's report, the College has organised several Remedial Classes in the identified topics/subjects for slow learners. Targets achieved Remedial Classes have been institutionalised after the implementation of Mentoring System. Need-Based remedial classes have proved to be beneficial to the students in particular and the entire college in general. Its Institutional practice has considerably enhanced the campus environment and brought about: a. Enhanced contact hours between Mentors with their respective students b. Improvement in students' attendance records, Minimised student drop-out rates (apparently due to Mentors' intervention before a student falls short of attendance or has been regularly abstaining classes) c. Identification of slow learners for conducting Remedial Classes d. Advanced learners are identified and encouraged

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
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2362

90

1:26

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
62	19	43	71	8

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
2019	Shashank Patel K G	Lecturer	Felicitated by Mumbai Kannada sangha "The follower of Traditionality in Yakshagana Art."

[View File](#)**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
BCA	BCA	I/III/V	12/10/2019	23/01/2020
BBA	BBA	I/III/V	12/10/2019	23/01/2020
BSc	BSC	I/III/V	12/10/2019	23/01/2020
BCom	BCM	I/III/V	12/10/2019	23/01/2020
BA	BAS	I/III/V	12/10/2019	23/01/2020

[View File](#)**2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)**

Reforms in Continuous Internal Evaluation (CIE) System at the Institutional Level • 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 for second and third year students and Choice Based Credit System for first year students 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 ? Two Internal Test ? Assignments ? Viva Voce ? Project works ? Seminars • 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. • Supplementary Test: opportunity to take re-test for those students who represent the college in inter-collegiate /University/State/National level (Sports and extracurricular activities) and who miss the exam due to ill health. • 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 tests. Parents/ Guardians are advised to note the performance of their wards and take remedial measures if needed. Whenever necessary, the tutor shall recommend the visit of the parent to the college for a discussion about the student. Parents meetings are held regularly. • 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 Details of the founders o Location o Courses offered o Information about infrastructure o Facilities available o List of co-curricular and extra-curricular activities o Admission procedure o List of scholarships o List of add-on course and certificate courses o Information about special coaching classes The college calendar gives the following information: o Details of administrative committee members, teaching and non-teaching staffs o About the college o Rules and regulations of the institution o Scholarships and free-ships o Academic advisory system o Regulation regarding the use of laboratories o Information about the college Library o Book bank facilities o Issues of Certificates o Medical inspections o Choice Based Credit System o Extra and Co-curricular activities available o Details of examinations and tests o College Calendar o Awards and Scholarships •?The college website - www.basck.in - 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, co-curricular and extra-curricular activities are brought to their notice. •?Various curricular, co-curricular and extra-curricular 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 co-curricular and extra-curricular 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://basck.in/IOACLink5.html>

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
BCA	BCA	BCA	124	116	93.54
BBA	BBA	BBA	63	51	80.95
BSC	BSc	MPC/MPCs/MSP /BZC/MBB/BBZ	228	211	92.54
BCM	BCom	BCM	270	260	96.29
BAS	BA	HEP/HSP/HEK/ EJP	47	44	93.62

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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://basck.in/IOAC/feedback/Feedback%202019-20.pdf>

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
Any Other (Specify)	365	Management	0.2	0.15
Students Research Projects (Other than compulsory by the University)	365	Management	0.45	0.31

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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
Intellectual Property Rights(Writing Articles)	Research and Development Cell	04/03/2020

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
NA	NA	NA	07/01/2020	NA

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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
NA	NA	NA	NA	NA	07/01/2020
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
NA	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	Zoology	1	3.47
International	Physics	1	0.53
International	Sanskrit	1	5.5
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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	3
Physics	3
English	1
Hindi	1
Sanskrit	5
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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
Individual and combined effects of organo phosphate and carbamate pesticides on the	Nataraj M.B	Environmental Chemistry and Health	2019	2	Kuvempu University	1

cricket frog Fejervarya limnochars						
Investigations on structural and optical properties of starch capped ZnS synthesized by Microwave Irradiation method	Lalitha Devi B	Chemical Physics Letters	2019	5	Manipal Academy of Higher Education, Manipal	10
Antimicrobial activity of endophytic fungi isolated from ethnobotanical plant <i>Phyllanthus reticulatus</i> Poir	Gayathri Pai	International Journal of Engineering Science Invention (IJESI)	2019	1	Botany Department, Bhandarkars' College, Kundapura	3
View File						

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
NA	NA	NA	2020	0	0	NA
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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	1	15	4	14
Presented papers	0	1	0	4
Resource persons	0	0	2	5
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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/TALUK PANCHAYATH	90	2200
BETI BACHVO-BETI PADAVO	NSS/WOMEN FORUM/ ZILLA PANCHAYAT/ TALUK HEALTH DEPARTMENT	90	500
NATIONAL PULSE POLIO	RED CROSS/NSS RANGERSROVERS / GOVT. OF INDIA	10	45
ROAD SAFTY AWARENESS	RED CROSS/NSS/ RTO/ TRAFFIC POLICE	90	500
SPECIAL CAMP	NSS/Kondalli VILLAGE	90	125
VANAMAHOTHAHA	NSS/ FOREST DEPARTMENT	5	70
HEALTH ENVIRONMENTAL AWARNESS	NSS/TMC KUNDAPURA	5	50
SWEEP PROGRAMME	ELECTION COMISSION OF Karnataka	90	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
NA	NA	NA	0
No file uploaded.			

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/Agen cy/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
COLLEGE	TALUK PANCHAYATH/TMC	SWACH BHARAT	90	2200
REDCROSS/NSS/NC C	IRCS KUNDAPURA	ANTI- DRUG AWARENESS	90	500
RED CROSS	IRCS KUNDAPURA	FIRST AID TREATMENT	5	270
RED CROSS/NSS	RTO/ TRAFFIC POLICE	ROAD SAFTY AWARENESS	90	500
RED CROSS	IRCS	HUMAN RIGHTS AWARENESS	10	270
RED CROSS/NSS	DEPT. OF FIRE SAFTY./IRCS	FIRE SAFTY	10	270

	KUNDAPURA			
RED CROSS/NSS	IRCS KUNDAPURA	NATIONAL YOUTH DAY	10	270
NSS/WOMEN FORUM	ZILLA PANCHAYAT/ TALUK HEALTH DEPARTMENT	BETI BACHVO- BETI PADAVO	90	500
WOMEN FORUM	COLLEGE	GENDER ISSUE/SEXUAL HARASSEMENT.	50	800
RED CROSS/NSS/	KMC manipal	COVID-19 AWARENESS	90	250
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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
NA	NA	NA	0
No file uploaded.			

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
MICRO BIOLOGY	Biofilm formation by clinical isolates	SDM CENTER FOR RESEARCH IN AYURVEDA AND ALLIED SCIENCES	28/10/2019	27/11/2019	4
MICRO BIOLOGY	Screening and isolation of protease producer from soil	AYUSH CENTER OF EXCELLENCE	28/10/2019	27/11/2019	4
MEDICAL MICRO BIOLOGY	Comparison of antibiotic susceptibility and various enzyme production capacity of soil isolated Pseudomonas ATCC strain	EUCHEME BIOLOGICALS RESEARCH AND TRAINING CENTER	28/10/2019	27/11/2019	2

MARINE BIOTECHNOLOGY	Biochemical analysis of nutritional components of fish products	JANATHA FISH MILL AND OIL PRODUCTS	28/10/2019	27/11/2019	2
PLANT BIOTECHNOLOGY	Invitro characterization and Antimicrobial activity of Lawsonia inermis leaves	EUCHEME BIOLOGICALS RESEARCH AND TRAINING CENTER	28/10/2019	27/11/2019	2
CANCER BIOLOGY	Characterization of pigment and cytotoxic effect of Phyllanthus reticulatus extract on prostate cancer cell line DU-145	SDM CENTER FOR RESEARCH IN AYURVEDA AND ALLIED SCIENCES	28/10/2019	27/11/2019	2
ANIMAL BIOTECHNOLOGY	Evaluation of antioxidant, antimicrobial and cytotoxic effect of Aporosa lindleana and Cymbopogon species.	SDM CENTER FOR RESEARCH IN AYURVEDA AND ALLIED SCIENCES	28/10/2019	27/11/2019	2
MARINE BIOTECHNOLOGY	Extraction of Chitin from shrimp cells and its application.	SDM CENTER FOR RESEARCH IN AYURVEDA AND ALLIED SCIENCES	28/10/2019	27/11/2019	3
CANCER BIOLOGY	Effect of methanolic extract of Bacopa monnieri on breast cancer cell line MCF-7.	SKANDA LIFE SCIENCE PVT LTD	28/10/2019	27/11/2019	1
CANCER BIOLOGY	Anticancer effect of Syzygium jambos	SKANDA LIFE SCIENCE PVT LTD	28/10/2019	27/11/2019	1

extract on
breast
cancer cell
line-MCF7

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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
NA	07/01/2020	NA	0
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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
241.19	200.5

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
Seminar halls with ICT facilities	Existing
Video Centre	Existing
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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 partially)	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	1146	173686	92398	8238498
Reference Books	2929	588005	31	21796	2960	609801
Journals	37	45565	0	0	37	45565
CD & Video	303	15150	0	0	303	15150
Weeding	17520	410130	0	0	17520	410130

(hard & soft)

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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
Dr. M B Nataraj	Sharabha Loka	BLOG	19/06/2019

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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	342	214	18	25	20	28	26	0	11
Added	26	26	0	0	0	0	0	0	0
Total	368	240	18	25	20	28	26	0	11

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

100 MBPS/ GBPS

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
Sharabha Loka -BLOG	https://sharabhaloka.blogspot.com/

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
13.8	7.85	241.19	200.5

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 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 multi-media language laboratory, Natural history museum, History museum, computer hardware museum, botanical garden, central library, eight audio-visual halls, five auditoria/seminar halls, two open-air theatres, 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 centre 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 café 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 extra-curricular activity of the College and these activities form a part of the regular time table.
- The Management regularly analyses the needs of infrastructural requirements in

<http://basck.in/IQAC/Procedures%20and%20policies%20for%20maintaining%20facilities/Procedures%20and%20policies%20for%20maintaining%20facilities.pdf>

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	168	594000
Financial Support from Other Sources			
a) National	SC/ST/MINORITY/VIDYASIRI/C.V.RAMAN/SANCHI HONNAMMA ,JINDAL/H.R.SHETTY/SEETHA BAI GODBELE	1395	4958717
b) International	NA	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
MENTORING	19/06/2019	2362	COLLEGE
SKILL DEVELOPMENT	19/06/2019	60	COLLEGE
REMEDIAL COACHING	19/06/2019	175	COLLEGE
LANGUAGE LAB	19/06/2019	14	COLLEGE
BRIDGE COURSE	19/06/2019	100	COLLEGE
YOGA	19/06/2019	18	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
2019	Orientation for CA CPT	250	27	10	0
2019	MBA & IBPS examination training	230	52	6	6
2019	Skill Development	28	15	15	15
2019	Carrier Guidance	500	200	45	45
2019	SAP & ERP package training	250	76	59	59
2019	Entrepreneurs hip Development	300	10	10	10
2019	Resume writing and interview technique	300	300	300	0

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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
Infosys Tech.Wipro Technology ltd,TCS BPO, Concentrics, Infosys BPM Ltd,Cognizant technology ,Deloitte,TC S Tech,VEE Technology Limited by HireMee	515	164	NIL	0	0
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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
2020	15	B.A.	Arts & language	Mangalore university	M.A.
2020	85	BCA	Computer application	Mangalore/Mangalore nival university/VTU	M.C.A./M.S./M.Sc
2020	40	BBA	Administration	Mangalore/Mangalore nival university	M.B.A.
2020	150	B.Sc	Science	Mangalore/Mangalore nival university/NITK	M.Sc/M.C.A.
2020	235	B.Com	Commerce	Mangalore university	M.Com/M.B.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
Any Other	0
No file uploaded.	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Ball Badminton	University	250
Rongothasava	University	625
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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
2019	Silver	National	1	0	180230	Laxmikanth
2019	silver	National	0	1	190090	Yukthi Udupa

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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 co-curricular and extra-curricular 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. ? Extra-curricular and co-curricular 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, Fine-Arts, Drawing and Painting, Yoga, Rangers Rovers, Youth Red-Cross, 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 inter-college, 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 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 co-curricular and extra-curricular 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:

2550

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

125000

5.4.4 – Meetings/activities organized by Alumni Association :

Old student Association was started in the year 1986, but registered in the year 2019-2020. Prof.Sathyanarayan became first president of registered Old Students Association. Meetings and Resolution: 1.To establish registered body of Alumni Association 2.Discussi on made on 'Membership' of Alumni Association The student who have passed in their final year examination will become temporary member for one year by paying 100Rs/ . Alumni's become member of Association by paying 1000Rs/ , become 'Patron 'of Association by paying 3000Rs/ ,become ' Maha Poshak' of Association by paying 10000Rs/ . 3. Discussion made on to conduct programmes under Old Students Association. Activities - 2019-2020 Old Student Association organized 'Alumni Convention - 2020' on 2nd February 2020. 800 proud Alumni's actively participated in convention.

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 arealso 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
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. ? e-book, e-journal 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 e-resources. ? 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. ? The College has very effective internal co-ordination and monitoring mechanisms. The Principal of the College takes initiative to ensure effective co-ordination between and among the functionaries of the College. ? On the basis of various policies formulated, objectives are laid down

and plans made, a regular follow-up is maintained, thereby encouraging greater support and co-ordination ? The Heads of Departments and teachers co-ordinate and plan their individual departmental activities and report to the Principal accordingly. ? The different reports such as departmental reports, performance appraisal reports, self-appraisal reports, College annual reports, directives from government etc. become the base for analysing and evaluating the overall performance of the institution. This also forms the basis for the future plan of action. ? The Heads of Departments ensure that the plans communicated to them by the Principal are implemented systematically. ? The committees are formed at the beginning of the year and are assigned the tasks according to the institutional plans, for the co-curricular activities that enhance overall development of students. ? For the smooth conduct of all administrative activities according to requirements of academic bodies and government rules, there are committees headed by senior faculty to guide the function.

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 webinars, 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 e-learning 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 e-book 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

? The growth and development of human resources and its management is a continuous process in the institution ? Motivating and facilitating the faculty members to participate in Refresher Orientation courses. ? Arrangement of computer training programmes for Teaching and Non-teaching 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. ? Self-appraisal of the teachers through maintenance of Academic Diary. ? Maintenance of Grievance Redressal Cell, Anti-Ragging Committee, Women anti-Harassment Committee. ? Organization of a workshop on different safety measure to adhere to in daily life and in work place. ? Various committees were constituted by the principal to look after curricular, cocurricular and extracurricular activities. ? The special skills of the faculty members have been used effectively to train the students to form the carrier in various job sectors . ? Various committees work to monitor the student activities. many teachers are held responsible for academic improvements. ? Implementantation of biometrics ? Participation of students and faculty in decision making is highly appreciated. ? Rotation of Laboratory Assistants between various departments to improve their skills.

Industry Interaction / Collaboration	<p>? 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. ? Campus recruitment drives held.</p>
Admission of Students	<p>? 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.</p>

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. ? Online classes through using Microsoft teams, streams platforms. ? Provided email ID to the staff and students through Microsoft outlook.</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 non-teaching staffs. ? Procurement of materials and supplies through quotations and placing it before appropriate bodies. ? Digitisation of work environment to minimise 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 related documents through e-pension portal.</p>
Finance and Accounts	<p>? Fully computerised office and accounts section. ? Maintenance the college accounts through Robosoft. ? Reception of salary fund from Govt. through HRMS portal.</p>

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. ? On-Line 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
2020	NIL	NA	NA	0
No file uploaded.				

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)
2019	COMPUTER TRAINING	NA	06/06/2019	06/06/2019	90	0
2019	NA	COMPUTER TRAINING	06/06/2019	06/06/2019	0	14
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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	4	04/11/2019	25/11/2019	21
SHORT TERM COURSE	3	18/11/2019	24/11/2019	7
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
24	60	8	38

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<ul style="list-style-type: none"> • 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 	<ul style="list-style-type: none"> • 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 	<ul style="list-style-type: none"> • Free mid-day 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

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 for every year. The auditor conducts audit through following ways, ? Verifying receipts, vouchers and bills ? Affirmed scrutinising the government grants and college grants. ? Student's strength, scholarships, equipments, 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 Foundation Smt. Seethabai Sridhar Godbole V.R.Dempo Charitable Trust,Management	1748200	SCHOLARSHIP
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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	Yes	NA	Yes	IQAC
Administrative	No	NA	No	NA

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

1. A meeting of members of the executive committee of PTA is held on 5/3/2019 at 5PM in Principal's chamber. a)The committee decided and resolved to contribute the following amount to the projects mentioned below for the year 2018-2019 1)Rs 30000 to Ranga Adhyayana kendhra 2)Rs 25,000 to library books 3) Rs 25000 to mid-day meals 4)The remaining amount of Rs 1,50,000 deposited in syndicate bank Vaderhobli as Fixed deposit 2. PTA meeting held on 23/2/2019 at 3.30PM in RN Shetty hall -100 parents were present during the meeting

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.
- Parent-Teacher 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 non-teaching 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
2019	Swachh Bharath Abhiyan	02/10/2019	02/10/2019	02/10/2019	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
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			Female	Male
GENDER ISSUE/SEXUAL HARASSEMENT	18/12/2019	18/12/2019	800	0
Beti Bachavo - Beti Padavo	07/08/2019	07/08/2019	500	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	5
Provision for lift	Yes	5
Braille Software/facilities	Yes	1
Rest Rooms	Yes	5
Scribes for examination	Yes	1

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
2020	1	1	02/10/2019	1	Swachatha Abhiyana	Health Awareness	2200
2019	1	1	04/03/2020	1	blood donation	Importance of blood donation	1750

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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	19/06/2019	<ul style="list-style-type: none"> • To find approaches for effective teachinglearning process. • To build healthy academic atmosphere in the campus. • To make effective and optimal use of learning resources available with the full participation of the staff. • To explore and utilise the opportunities for research, consultancy

		and extension activities in the college. • To address the campus and classroom problemseffectively. • To create the spirit of oneness among the staff in all academic exercises aimed at quality enhancement.
Students Hand Book	19/06/2019	<ul style="list-style-type: none"> • The college Anthem. • Management and Staff. • Vision, mission, quality policy. • About the college. • Norms and regulations. • Scholarships, Freeships. • The academic Advisory System. • Infrastructures. • Laboratories, Library, Book Bank. • Issue of Certificates. • Medical Inspection. • Calander. • AntiRagging Help Line

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Road safety awareness programme	15/01/2020	15/01/2020	500
Gandhi Jayanthi "Swatch Bharath Abhiyan"	02/10/2019	02/10/2019	2200
Vanam03ahothsava	03/07/2019	03/07/2019	70
AIDS AWARENESS	03/12/2019	03/12/2019	35
DISSASTER MANAGEMENT	08/01/2020	08/01/2020	270
Health and Environmental Awareness	18/09/2019	18/09/2019	50
Gender Issue	18/12/2019	18/12/2019	800
Beti Bachavo - Beti Padavo	09/03/2020	09/03/2020	500
Promoting Positive Mental Health Amongst Women	11/01/2020	11/01/2020	10
NATIONAL YOUTH DAY	26/06/2019	26/06/2019	270
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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". •?E-waste Management: Part of the e-waste has been utilized for the preparation of models by the students of computer science department. Contract with Delhi based e-waste Management Company for the disposal of e-waste. Research on e-waste management by one of the faculty members of the institution.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

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 e-mail 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 though 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 e-mails, 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 dot-matrix and laser printers by one powerful networked printer. •?To minimize power consumption. ???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 e-mail 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 Wi-Fi 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 high-speed 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 e-mail id to all the faculty members as well as students. This domain and login-id 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 dot-matrix or multiple laser printers it is cost effective and power consumption will be reduced to a greater extent. 4.

Practice: Older Wi-Fi based networking which were supported by the co-axial 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 e-mails 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 thin-clients. •?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. •?Transforming the mind-set from manual and paper communication to digital communication. •?Problem of e-waste when many printers are replaced by one networked printer. Title of the Practice Learning Management System of College.

. Goal: During the Covid-19 holidays, our college extended E- learning facilities to support students. Microsoft Teams is the platform that the College uses to connect with the students and parents. This sophisticated platform was used consistently for e - learning. Teams is a web - based education platform which supports development and delivery of E- learning content, communication and interaction with students. Online assessment will be an integral part of E - learning activities. The department of Zoology successfully used this platform for demonstrating practical classes which really benefitted the students during the pandemic. They also conducted viva - voce. The Context The teaching faculty of the college have been provided online training in the use of technology for education. They have responded enthusiastically to the new challenges and opportunities. Students and faculty can log in - into Microsoft Teams to participate in the programmes organised by the college. Microsoft Teams platform was used to organize webinars in which participants from across the nation could effectively participate. User IDs and Passwords have been given to the faculty. Learning online has been effective because students can learn at their own pace going back and re-reading, skipping or accelerating through concepts as they choose. This platform has helped the students to organise their time effectively. It allows students to study from any place where they have a stable internet access. It also allows them to study at any time they find comfortable. . Evidence of Success: •?Flexible

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.in/IQAC/Best%20practice/Best%20Practices.pdf>

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. 7-30). 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.in/IOAC/Institutional%20Distinctiveness/Institutional%20Distinctiveness.pdf>

8.Future Plans of Actions for Next Academic Year

1) Planned to conduct on line classes. 2) Planned to organise webinar to create covid-19 awareness 3) Planned to engage the student providing on line certificate courses. 4) Planned to establish infrastructure for academic activities in common digital platform 5) Planned to encourage students to utilise Digital platform SWAYAM, VIDYAMITRA, E-PATASHALA etc. 6) Planned to encourage students utilise the BHIM app for cash less transaction. 7) Planned to prepare e-content for Learning Management System.