



SELF STUDY REPORT

FOR

4th CYCLE OF ACCREDITATION

ST. MARY'S COLLEGE, SHIRVA

ST MARYS COLLEGE, SHIRVA

574116

www.smcshirva.org

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

February 2023

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

St Mary's College, Shirva was founded in 1980 by the Catholic Board of Education(CBE), Mangalore with the intension of providing quality higher education to rural youth. Since inception, it is committed to improve the quality of higher education. The college is affiliated to Mangalore University and managed by Catholic Educational Society of Udupi Diocese (CESU). The college offers three UG programmes- BA, B.Com and BCA. The College is recognized under 2(f) and 12B of UGC.

Vision

Vision: Reaching quality higher education to rural doorsteps.

Mission

Mission: St. Mary's College, Shirva, strives to train rural youth to meet global challenges through effective classroom lessons coupled with capability building programmes. It is committed to excellence by developing their academic competencies, soft skills and civic responsibilities retaining the core values of student-teacher relationship. The institution tries to achieve inclusive growth through inclusive governance.

The Objectives of the college are:

- Student competency improvement
- Pursuing inclusive growth paradigm
- Value inculcation
- Sensitizing students to socio-economic and cultural issues
- Ensuring employability

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- Undergoing fourth cycle of accreditation
- Functions from own campus
- Easily accessible campus from all corners
- Safe and open campus- CCTV surveillance to full campus
- Supportive management
- Qualified and experienced faculty
- Sustained good academic performance and ranks in University examinations
- Skill development and employability enhancement courses offered
- Teacher-student ratio is within norms in all programmes
- Functional cells, associations and committees

- Library caters to learners' needs with more than 25,000 books
- Dropout rate is minimum
- Gender sensitivity is given top priority. More girls seek admission, among the Staff more number of women employees; OBCs and Minority students are in large number.
- Successful to retain Brand SMC legacy.
- Regular interaction between stakeholders and humane approach to the college life
- Existence of ICT enabled classes.
- Reasonable fee structure to all the courses.
- NCC, NSS, Rovers and Rangers, Youth Red Cross and Associations and Cells provide leadership opportunities to students
- Cordial relationship between the staff and students
- Mentoring system
- Use of technology in learning process.
- Safe and sufficient infrastructure.
- 100% computer literacy.
- Students participated in state level and national level sports and cultural competitions and won prizes.
- Good number of placements of students though the institution is located in the rural area.

Institutional Weakness

- Students are not exposed to modern learning techniques.
 - Global level vision and competence has not yet developed.
 - International interaction is not yet in practice.
 - Twinning and collaborations need to be explored.
 - Lack of funds for development.
 - Non availability of seed money scheme to the researchers
 - Large Campus recruiters are reluctant to conduct campus interviews in village colleges.
 - Research has yet to reach the industry field; no large scale MOUs, collaborations exist till date.
 - Difficulty in continuously updating software and non-existence of a completely developed e-learning system.
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- Many are first generation learners
 - Rural students are not exposed to modern learning techniques; ICT skills are less; Global level vision and competence has not yet developed; International interaction is not yet realized.
 - The interior residential locations and other poverty compulsions of some of the students deprive them of certain facilities;
 - Lack of funds to the non-permanent staff acts as a hindrance.
 - Research expenditure is quite less
 - Specialized technology-based skills are not yet derived; efforts to develop software having market demand needed
 - Changing social equations, onslaught of indiscriminate 'modernity' and use of social media by the present youth across globe is fast attracting student community.
 - Research has yet to reach the industry field;
 - No large scale MOUs, collaborations exist till now;
 - Difficulty in continuously updating software and non-existence of a completely developed e-learning system

Institutional Opportunity

- Using the available resources, combined with updated knowledge, the faculty can drive young learners to be smart and employable
 - Availability of academic exchange programs, vast global job markets, global linkages can be harvested
 - Students receptivity to learn new things, their willingness for hard work and preparedness to migrate to distant places
 - Local market needs ICT-based products, the students and faculty in the Computer Science section can harness it
 - Space for continuous orientation, peer group advice and community outreach programs facilitate leadership skill development among the students.
 - Linkages can be established with local industrial/business enterprises
 - New job-oriented and hands-on-skills based courses can be started
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- Using the present system with updated knowledge of teachers to derive interest among learners and to make them employable;
 - Availability of academic exchange programs, vast global job markets, global linkages etc could be harvested; in fact, our next priority will be this only.
 - Freshness of the students, their desire to be employed and determined mindset to work and willingness to migrate distance places; 'Beginners freshness' advantage is on our side
 - Untapped local markets need technology; our students and faculty in the Computer section have better scope
 - Possibility of continuous orientation, peer group advice and outreach community programs facilitate the development of skills and leadership qualities among our students
 - Though small, local industrial/business base may be tapped to establish links
 - Depending upon the demand and needs of students and stakeholders, there are chances of starting more programmes
 - Multi talented teachers and students are capable of creating long term academic assets to the college and the society.
 - Focus on experiential and participative learning
 - More extension activities
 - Increased academia- industry collaborations and linkages with national and international institutions

Institutional Challenge

- Declining students enrolment
- Decreasing financial support by the government to aided institution.
- Increasing financial burden on the management- the gap between the revenue and expenditure widens over the years
- More competing institutions are coming up in the surrounding area posing a threat to the admissions
- Burden of developing in-house manpower to meet changing needs.
- Inclination of students towards private universities and autonomous institutions has adverse effect on the admissions.
- Changing market needs have made traditional BA course outmoded.
- Lack of access to new market models and work culture
- Conflict of interest in the community, students and institutions.
- Mismatch between institutional research output and market needs

- Development and maintenance of industry linkage
- Malware, cyber related issues affect technology adoption in the functioning of the institution.

- Changing social equations and diversified courses will come in the way of regularly updating the need-based educational programs
- Ever changing job market needs and fear of obsolescence; lack of access to new market models and work culture
- Possible contradicting interests of community, students and institutions.
- Possible mismatch between our research output and market needs; our responsibility is to rectify it.
- Maintenance of continuity and developing industry link under conditions of market risks
- Delayed academic calendar of the affiliating university adversely affects the new admissions as well as placements.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The college is affiliated with Mangalore University and adopts the curriculum designed and developed by the affiliating university for all the programmes it offers. The curriculum is well-planned and effectively delivered as per the academic calendar. The college prepares an academic calendar, in accordance with the academic calendar of the affiliating university, which incorporates academic activities with internal exams, co-curricular, and extra-curricular activities of the college. The timetable committee prepares the master timetable, the department and the individual timetable in accordance with the master timetable.

The college offers 3 undergraduate programmes and 2 postgraduate programmes under the Choice Based Credit System and NEP-2020. The students also have the freedom and flexibility to choose/opt for elective subjects across departments.

To enable academic flexibility, the college offers 4 add-on courses to the student focusing on employability and skill development.

Teachers of the institution participate in BoS, setting of question papers and in the assessment and evaluation process of the university thus, contributing significantly in the areas of academics.

The college conducts two internal exams as per Mangalore University regulations and the internal assessment marks are displayed on the notice board. Teachers have reinforced the curriculum through innovative methods such as student seminars, ICT-enabled teaching, field visits, industry visits, guest lectures, study tours, project works, etc.

Based on the student performance in internal assessment, remedial classes are conducted for slow learners. Advanced learners are encouraged to deliver seminars and to take up project work. To bridge the gap between curricula bridge courses are conducted by individual faculty.

To sensitize students on environmental consciousness the university has introduced Yoga, Environmental Studies and Human Rights as common and compulsory courses at the UG level.

The training and placement cell of the college organises soft skills/communication skills programs to meet the

global dynamic employment market needs.

The institute collects feedback on the curriculum from different stakeholders and analyses the feedback received.

Teaching-learning and Evaluation

The college follows a well-administered and transparent mechanism for the admission process by making the information available on the college website, Facebook account, Instagram, college notice board and banners placed at the college entrance. Intending to provide a transparent admission arrangement for the aspirants to the different programmes, the college has constituted an admission committee.

Entry-level academic performance will be recorded to make the list of students who require special attention and support. Undergraduate students have been divided into small groups and kept under the supervision of faculty members through the mentoring system. The remedial classes help slow learners who require more attention.

The following activities are organized for advanced learners:

- Motivating students to participate in intercollegiate competitions
- Promoting student research articles and their publication
- Supporting students to participate in seminars/conferences and present research papers
- Personality development programmes
- Student Faculty Programme
- Organising Commerce/ Management/ IT fests

To stimulate retention, ICT tools are utilized in different ways by teachers. The college has made an all-around effort to provide LCD-mounted classrooms, a multi-media Audio-Video Hall, internet connectivity in departments and a host of other e- gadgets in facilitating technology-based teaching.

The college Examination Committee looks into the matters relating to the conduct of examinations and evaluation process and meets periodically to review the entire mechanism and introduce reforms if necessary.

Assessed answer scripts are made available for personal seeing and the final internal marks will be confirmed with students during Parent-Teacher meetings which makes it easier to report any discrepancies in the process before the marks are uploaded on the University portal.

The college has adopted an outcome-based education mechanism to ensure the attainment of course outcomes and program outcomes. The course outcomes are measured based on the performance in Internal Assessments, Assignments, Seminars, Dissertations and course exit surveys. Feedback, Alumni survey, Co-curricular activities, Extra-curricular activities and Feedback mechanisms are used to improve the teaching-learning process in outcome-based education. The college tries to attain the course and programme outcomes by conducting activities on regular basis.

Research, Innovations and Extension

The college sustained a culture of innovation in its academic, research and extension activities by promoting and encouraging the students and faculty to participate in National/International conferences, workshops/seminars etc.

The faculty members have published books and chapters in books, bearing ISBN. 7 papers have been published in UGC-approved journals with 05 books with ISBNs, 13 conference proceedings published and a chapter has contributed in the last five years. Many faculties as well as students have participated in and presented papers at various National and International conferences. Teachers are encouraged to participate in workshops, FDPs, and conferences.

The college is ardently committed to social responsibility and has taken initiative to organize various outreach programmes in neighbourhood communities. The college takes continuous effort to create an environment for the students to be sensitive to societal needs to make them responsible citizens in society.

The college conducts various outreach activities in communities through NSS, NCC, YRC, Rovers and Rangers, Green teacher forum MSW Department. It is being collaborated with various CBOs to organize programmes like awareness on health and hygiene, Dengue awareness, Blood donation camps, Environmental awareness, Plastic and SLRM-related programmes, paddy transplantation initiatives etc.

The NSS unit of the college conducts a seven-day special camp in the village to make the students understand the needs and problems of the community and involve themselves in problem-solving and develop a sense of social and civic responsibility.

The college has got recognition from the community for its outreach activities. The college has Awarded IAB Blind Empowerment Champions 2018 - SILVER ZONE by the Indian Association for blind in the year 2018 for a voluntary contribution to the empowerment of persons with visual challenges and received a certificate of special recognition from Lions club Shirva, Manchakal in 2018 for conducting Blood Donation Camp at the college campus.

The College has signed 9 MoUs with different institutions and organisations to promote students and teachers to enhance employment skills. During the last five years, 33 programmes have been conducted as per MOUs.

Infrastructure and Learning Resources

In the four decades institution has accumulated a sophisticated infrastructure area of 10.69 acres, involving classrooms, a library, an AV hall, laboratories, ICT facilities, sports and games, a gym, a ladies' hostel, auditoriums and a canteen facility. 17 well-ventilated ICT-enabled classrooms accommodate more than 500 students in total. The laboratory is equipped with a modular and functional workspace which accommodates 65 students. The auditorium measuring 371.612 square meters with 800 seating capacity is used to organise workshops, seminars, and conferences with sophisticated portable ICT equipment. AV hall of the college covers 111.4836 square meters is used to organise special lectures and meetings and can accommodate the strength of 150 seating capacity.

The college has 3 acres of sports ground, which helps to hold regular training and sports events for students and also to organize group events like cricket, football, volleyball throw ball, kabaddi, softball, and badminton games. The college library is fused with the latest technologies that enable the library to serve its users more efficiently. The library has a wide range collection of books, journals, audio-video materials, newspapers, rare

books, e-resources, and previous years' question papers it also provides a photocopying facility to the students. The library is partially automated with all its subsystems like LAN connectivity and Wi-Fi. The college provides a range of IT facilities which includes extensive computer provision and Internet. The college office uses a LAN facility and software for the admission of students and fee collection. The administrative section, computer lab, library and departments of the college use updated and licenced versions of the operating system. The college has a dedicated Internet leased line of 100 & 50 Mbps, connected throughout the campus. The coverage of Wi-Fi is not restricted to classrooms and it extends to all areas including libraries, and conference halls. Eventually, it enables us to switch over to innovative and modern teaching and learning methodologies. The Wi-Fi system has been functioning with 100Mbps_750GB (1:1) leased line connectivity. The college comprises high-speed printers (Multipurpose), fax facilities and a high-speed scanner.

Student Support and Progression

The College strives to reflect its vision and mission through a variety of programmes carried out under Student Support and Progression. The institution provides concessions in fees, endowments, special prizes, and instalment facilities to students who are economically deprived.

All the activities of the college are student-centric. The institution takes efforts to conduct bridge courses for needy students. The institution has a student welfare council which empowers students to participate in various academic and non-academic events, activities and sports. The institution offers guidance for competitive examinations, career counselling, capacity building and skills enhancement activities like soft skills, Language and communication skills, Life skills and ICT skills. The institution offers to add on courses to enhance the employability skills of the students.

The Institution has various committees such as Student Grievance & Redressal Cell, Women's Forum, Anti-sexual harassment & gender sensitivity cell, Anti-Ragging cell, Library Committee, NCC, NSS, Rovers and Rangers, Sports, and Cultural Committee for student facilities enrichment and resolving students related challenges & issues. Students have won University and State level prizes in sports and participated in national-level softball and Volleyball tournaments. Students get the opportunities to explore their cultural and sports skills in the competitions and activities that are carried out within the institution and outside the institution.

Career Guidance-Competitive Exam and Placement Cell activities are actively carried out to help the students in their career prospects and many students have got placed in good companies. Being in the college and participating in all the institutional activities, students get a clear vision of their future prospects.

The alumni association of the college is registered under the Karnataka Societies Act of 1960 bearing Registration No.: DRUD/SOR/136/2017-18 has contributed significantly through financial and non-financial means. The regular conduct of reunions and the Guruvandana programme create a respectful atmosphere among teachers, students, parents and all other stakeholders. The achievers in academics, as well as sports, are honoured with the cash award every year.

Governance, Leadership and Management

With well-defined Vision and Mission statements, the administration ensures the mission of the college is safeguarded and preserved. It promotes an atmosphere conducive to create intellectually competent, morally upright, socially committed and spiritually inspired citizens in the service of our nation. The college is managed

by the Catholic Educational Society of Udipi (CESU). The local administration of the college is looked after by the Local Management Committee presided over by the Correspondent of Shirva Parish. All major decisions on infrastructure, financial management and other development activities are taken by the Management Committee. The day-to-day affairs of the college are taken care of by the Principal of the college. The college ensures decentralization and participative management in every realm. The IQAC monitors the overall functioning of the institution and continually suggests measures to enhance standards.

A strategic plan for every academic year was prepared and it has been a guiding spirit for future endeavours.

E-governance has been implemented in the areas of Administration, Finance and Accounts, Student Admission and Support.

The College provides Welfare Schemes and encourages the faculty members to participate in Faculty Development Programmes that are available for both the faculty and the administrative staff.

Through Performance Appraisal, the institution seeks to assess faculty members and develop their competencies, improve performances and allocate rewards. The performance Appraisal System of the staff includes student feedback and alumni feedback mechanisms.

The college caters to the rural, financially weaker sections of students in terms of scholarships. Government and other scholarships enhance the resources of the college. The Parents-Teachers Association (PTA) and alumni contribute to various activities.

The institution regularly conducts audits through internal and external bodies enabling the Management and the Institute to ensure transparency and good governance in the system.

IQAC has contributed significantly to institutionalizing quality assurance strategies and processes. It has implemented reforms in the examination and evaluation process. Both teachers and students are subject to continuous evaluation. Slow learners are given special attention through remedial/ revision classes, provided with additional coaching in needy subjects.

Institutional Values and Best Practices

Gender equity and sensitization are an integral part of the educational process, the college both in curricular and co-curricular aspects with a dedicated focus on women's empowerment and safety with a provision of counselling and other facilities are ensured. Gender Sensitivity training is offered to understand sensitive problems such as gender equality, anti-ragging and anti-harassment. The anti-ragging committee, women's forum, student grievance and redressal cell, and social work department play a vital role in addressing these issues.

The institution has a counselling and mentoring facility, common rooms for girls, CCTV surveillance, ID Cards, a complaint and suggestion box and has implemented various safety and security measures to realize gender sensitivity.

Students are provided with multidimensional learning experiences through the celebration of national and international commemoration days, events, and festivals to shape them into entirely integrated individuals with national consciousness, social responsibility, and a global perspective.

The college has an alternate source of energy such as a solar water heater in the ladies' hostel, solar fan, LED Tubes and Bulbs on the campus.

By suitable disposing dry and wet wastes, conserving water with a rainwater harvesting facility on the campus, Awareness of Solid and Liquid Resource Management and Rally on Dengue fever conducted.

The college has taken initiative to involve the students in agriculture processes like paddy harvesting, Paddy transplantation, Plant Adoption, Swacchatha Abhiyan, Sapling plantation and distribution and vanamahotsava programmes.

The institute takes special care of divyangjan, the college has a ramp facility, disabled-friendly washrooms, wheelchair facility, in such cases the classrooms were shifted to the ground floor till the completion of the course. Green and Energy audits and clean campus initiatives are taken.

Best Practices

The institution promotes best practices by providing financial help for the students to continue their education and by providing computer literacy programmes.

Institutional Distinctiveness

True to the institution's vision and mission, the college has enabled the rural youth who were deprived of higher education because of poverty and lack of affordability to have higher education. Certificate courses and special employability support courses are offered for the students to improve their knowledge and skills.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	ST. MARY'S COLLEGE, SHIRVA
Address	St Marys College, Shirva
City	Shirva
State	Karnataka
Pin	574116
Website	www.smcshirva.org

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Herald Ivan Monis	0820-2554238	9844813560	-	smc_shirva@rediffmail.com
IQAC / CIQA coordinator	Azil Melwyn Castelino	0820-2553406	9341464965	-	smciqac4@gmail.com

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	Yes SMC Minority Certificate.pdf
If Yes, Specify minority status	
Religious	Christian Minority
Linguistic	NA
Any Other	NA

Establishment Details				
State	University name	Document		
Karnataka	Mangalore University	View Document		
Details of UGC recognition				
Under Section	Date	View Document		
2f of UGC	07-04-1994	View Document		
12B of UGC	07-04-1994	View Document		
Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	St Marys College, Shirva	Rural	10.69	5449.95

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BCom,Department Of Commerce	36	PUC	English	150	70
UG	BA,Department Of Humanities	36	PUC	English	70	19
UG	BCA,Department Of Computer Science	36	PUC	English	72	72
PG	MCom,Post Graduate Department Of Commerce	24	B.COM BBA BBM	English	60	0
PG	MSW,Post Graduate Department Of Social Work	24	ANY DEGREE	English	60	0

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				13				1			
Recruited	0	0	0	0	1	0	0	1	1	0	0	1
Yet to Recruit	0				12				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				23			
Recruited	0	0	0	0	0	0	0	0	10	13	0	23
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				15
Recruited	3	3	0	6
Yet to Recruit				9
Sanctioned by the Management/Society or Other Authorized Bodies				6
Recruited	1	5	0	6
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				1
Recruited	0	1	0	1
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	1	0	0	1	0	0	2
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	7	9	0	16
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	1	0	1
M.Phil.	0	0	0	0	0	0	0	1	0	1
PG	0	0	0	0	0	0	1	2	0	3
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	0	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	246	3	0	0	249
	Female	244	4	0	0	248
	Others	0	0	0	0	0
PG	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Category		Year 1	Year 2	Year 3	Year 4
SC	Male	4	5	4	6
	Female	5	8	2	5
	Others	0	0	0	0
ST	Male	1	2	1	3
	Female	2	6	4	2
	Others	0	0	0	0
OBC	Male	58	47	81	60
	Female	78	62	70	79
	Others	0	0	0	0
General	Male	4	3	4	5
	Female	3	2	3	4
	Others	0	0	0	0
Others	Male	29	19	26	27
	Female	14	17	16	40
	Others	0	0	0	0
Total		198	171	211	231

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	To provide holistic academic growth among students, an interdisciplinary curriculum has been prepared that gives freedom to the students to choose their preferred options from the range of programmes offered by Mangalore University. As per the Instructions and Guidelines of Mangalore University and the Government of Karnataka, the institution has introduced NEP with effect from 2021 – 22. The college and Mangalore University embrace the vision of the National Education Policy of providing high-quality education to develop human resources in our nation as global citizens. The modalities of NEP have been discussed among the faculty members such as; diversity for all curricula and pedagogy with technological innovations in teaching and learning, encouraging logical decision-making and innovation, critical thinking and creativity, etc. Academic programmes are redesigned to include multidisciplinary and interdisciplinary courses as electives. All programmes are re-casted in such a way that the students get maximum flexibility to choose elective courses offered by the departments concerned. The college provides 06, 08, and 06 DSCC for B.Com B.A. and BCA programmes respectively in every academic year. There are 22 OEC courses available in total. In a multidisciplinary education system, students by their area of interest are made to opt for different employment-oriented skill enhancement courses (SEC) in addition to the programme-wise core subjects offered.
2. Academic bank of credits (ABC):	Unified University and College Management System (UUCMS) software; has been introduced by the affiliating university which consolidates the student database and keeps it open for the students and teachers to access data required anytime and from anywhere.
3. Skill development:	Keeping in mind the overall development of students, the college organises industrial visits, field visits, skill enhancement programmes, etc on regular basis. Besides, it trains them to build their career and keeps them financially stable in the near future. Under the banner of NSS, the Red Cross Units, NCC, Rovers and Rangers students are trained to inculcate various skills. The introduction of NEP has resulted in the promotion of vocational and job-oriented courses by including the core paper t i.e., digital fluency, as a

	<p>major component. It contains the Internet of Things, cloud computing, artificial intelligence, effective communication skills, and database management. The college has an MoU with the Western Institute of Technology Mangalore, to foster skill development among the student community. The college always tries to transform threats into opportunities and build a positive attitude in the minds of the students.</p>
<p>4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):</p>	<p>The college has a rich saga of linguistic, cultural and artistic heritage. It emphasises the concept of NEP through the systematic amalgamation of regional language, culture and emerging western thoughts. The college offers Hindi or Kannada as a second language as part of the curriculum. Teachers can also use e-content materials to best impact their students' community. Despite the fact that English is officially designated as the medium of instruction, teaching at the college is multilingual. Along with curricular activities, the college has given equal importance to extracurricular activities like music, drawing, photography, cultural activities, etc., conducted by several clubs and associations of students with the guidance of teachers. The objective of NEP is sustained through the integration of native and national issues.</p>
<p>5. Focus on Outcome based education (OBE):</p>	<p>A higher education academy or institution bears a greater responsibility in its commitment to preparing students to live prosperously. The programme outcome is specific to the overall development of a student and it will be focused. Our college, affiliated with Mangalore University, follows the regulations of the board of studies framed by the university. Students' learning outcomes must be useful to their future. Mangalore University prescribes a syllabus that is futuristic in its approach. The overall outcome of education is to shape the personality and soft skills, thereby opening the doors to employment. Every teacher is expected to focus on OBE while delivering the content of the course.</p>
<p>6. Distance education/online education:</p>	<p>Due to the COVID-19 pandemic, educational institutions in the country have become increasingly involved in using digital platforms for engaging classes, organising conferences and conducting meetings. Keeping aside the negative impact of a lack of face-to-face learning, online education has broken down geographical barriers by creating interaction</p>

among experts and students from distant geographies. The college is affiliated with Mangalore University, which offers programmes on a regular basis. The college has developed very good ICT facilities and also trained the teachers and students regarding online teaching and learning. The study materials are provided through WhatsApp and Google sites. Slow learners and absentees are given links to video tutorials to help them understand the concepts.

Institutional Initiatives for Electoral Literacy

<p>1. Whether Electoral Literacy Club (ELC) has been set up in the College?</p>	<p>The electoral literacy club is set in the college and it engages the students in hands-on experience in electoral literacy. The club has a staff coordinator and two student representatives will act as campus ambassadors of the club.</p>
<p>2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?</p>	<p>The Electoral Literacy Club of the college aims at providing hands-on experiences by which the students are sensitized on their electoral rights and familiarized with the electoral process of registration and voting. The club has a staff member as a coordinator and two student representatives will act as campus ambassadors of the club.</p>
<p>3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.</p>	<p>The Electoral Literacy Club of the college aims at providing hands-on experiences by which the students are sensitized on their electoral rights and familiarized with the electoral process of registration and voting. To materialise this, the club conducts essay competitions, quiz, poster-making competitions, training on the usage of the Voter's Helpline App, a walkathon, voter registration drive and also celebrates National Voter's Day every year.</p>
<p>4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.</p>	<p>The Electoral Literacy Club of the college functions efficiently to involve youths in large numbers in strengthening democracy. As a part of the SVEEP programme, events like walkathons, awareness programmes etc. are organised to emphasize on clean elections. The club also has organised a New Voter Registration drive to entrust with the task of motivating others to register to vote.</p>

5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.

The Electoral Literacy Club of the college conducted a New Voter Registration drive. The club targets new voters (in the age group of 18-21 years old) pursuing their graduation. The objectives of the club •To educate the targeted populations about voter registration, the electoral process, and related matters through hands-on experience. •To facilitate EVM and VVPAT familiarization and education about the robustness of EVM as well as the integrity of the electoral process using EVMs. •To help the target audience understand the value of their vote and exercise their suffrage right in a confident, comfortable and ethical manner.

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
534	555	638	677	746

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 48

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

2.2

Number of teaching staff / full time teachers year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
26	29	25	28	32

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
15.52040	31.26085	12.08080	19.84127	29.10456

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

The Institution has developed an organized mechanism for effective curriculum delivery through a well-planned and documented process. As an affiliated college to Mangalore University, it follows the scheme and syllabus prescribed by the University. The college implemented the Choice-Based Credit System (CBCS) across all UG and PG programmes. National Education Policy (NEP) is implemented in the UG Programme from the academic year 2021-22. The college devises its academic calendar based on the academic calendar of Mangalore University for the conduct of activities. IQAC actively engages in continuous quality improvement and assurance for academic pursuits. Regular deliberations are made in the IQAC meetings on curriculum delivery.

The workload distribution of the faculty was finalized in the departmental meetings at the beginning of the academic year. The faculty prepare a teaching plan at the beginning of the semester, which is undertaken through unitization. The timetable committee prepares the master timetable, and department and individual teachers' timetables in accordance with the master timetable.

The College library facilitates the students' academic requirements, it offers open access system for PG and a closed-access system for UG. The college library has a huge collection of books, journals, periodicals, magazines and old question papers.

The college has a Learning management system for an enhanced student-centric approach towards the curriculum. Apart from the conventional chalk-and-talk methods teaching is integrated with ICT-based methods like PowerPoint presentations, assignments, seminars and project work are adopted. Teachers' work diary is prepared and maintained by the teaching faculty.

The college has signed MOUs with various institutions to help the students to learn topics beyond the curriculum and to inculcate skills. The practical knowledge is gained through industrial and field visits to contribute to students' academic excellence.

The internal examination committee ensure the systematic and time-bound conduct of internal examinations and evaluations, it conducts two internal tests in accordance with the university calendar. The schedules are communicated to students and faculty in advance. Internal assessment question papers are set to cope with the semester-end examinations confidently and successfully.

The following measures are taken to conduct CIA:

- Scheduling, seating arrangements, monitoring attendance and room invigilators are listed for every internal examination.
- Transparent evaluation of answer scripts and the redressal of grievances, if any.

- Parent- Teacher interface meetings are held at the end of the semester and the academic performance and attendance of students are brought to the notice of the parents.

The evaluation of practical courses is conducted as per the university guidelines. The mentor helps the students to improve their performance by providing constant mental support.

The bridge courses are conducted for first-year students to help to understand the intellectual challenges of university education. The remedial classes are also conducted to strengthen the learning process. Advanced and slow learners are identified based on performance in internal examinations. Advanced learners are encouraged to participate in competitions, deliver seminars and also encouraged to assist slow learners. Slow learners are encouraged to solve old question papers, given assignments and personal counselling is done through mentoring.

File Description	Document
Upload Additional information	View Document

1.2 Academic Flexibility

1.2.1 Number of Add on /Certificate/Value added programs offered during the last five years

Response: 4

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.2.2 Percentage of students enrolled in Certificate/ Add-on/Value added programs as against the total number of students during the last five years

Response: 50.57

1.2.2.1 Number of students enrolled in subject related Certificate/ Add-on/Value added programs year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
402	241	307	278	365

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.3 Curriculum Enrichment

1.3.1 Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Response:

The college integrates major cross-cutting issues by focusing on student and socio-centric activities like awareness programmes, rural welfare etc., to sustain professional ethics, gender, human values environment and sustainability into the curriculum.

The College promotes environmental responsibility among the students through NSS, NCC, Rovers and Rangers and the Green teacher forum conducts activities such as cleanliness drives, planting saplings, rallies and social awareness programmes are conducted to enhance awareness towards environmental protection and sustainability. The affiliating university integrates the issues relevant to professional gender studies and constitutes an integral part of the syllabi under the CBCS and NEP model. It offers Human Rights, Environmental Studies and Gender Equity as compulsory papers.

The college also conducts environmental, green and energy audits which helps better management of resources and sustainability.

The women's forum of the college provides platforms to the girl students to explore their inherent talents. It engages positivity in the creation of knowledge of women's safety and empowerment. From time to time, the women's forum keeps abreast of recent developments and contemporary issues for students.

In addition to the students' welfare council, all other cells and associations ensure equal opportunities are given to all students. The college has a mentoring system through which individual attention is given to each student.

To promote and imbibe professional ethics amongst the students and staff the college has a separate code of conduct for the staff and students. The code of conduct for students is highlighted in the college handbook. To promote human values among the students the college conducts Value education classes for the students every Friday. The college holds a systematic assembly every Monday to develop community spirit and reinforce positive attitudes. The harmony club of the college celebrates festivals of all religions.

The green teacher forum of the college has organised outreach programmes by distributing and planting saplings, and helping the community in harvesting and transplantation as extension activities.

File Description	Document
Upload Additional information	View Document

1.3.2 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 8.43

1.3.2.1 Number of students undertaking project work/field work / internships

Response: 45

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.4 Feedback System

1.4.1 Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website (Yes or No)

Response: Yes

File Description	Document
Upload supporting document	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Enrolment percentage

Response: 56.47

2.1.1.1 Number of students admitted year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
198	171	211	231	254

2.1.1.2 Number of sanctioned seats year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
286	400	400	400	400

File Description

Document

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

2.1.2 Percentage of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (Exclusive of supernumerary seats)

Response: 45.89

2.1.2.1 Number of actual students admitted from the reserved categories year - wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
99	107	103	134	149

2.1.2.2 Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
210	270	270	270	270

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

2.2 Student Teacher Ratio

2.2.1 Student – Full time Teacher Ratio (Data for the latest completed academic year)

Response: 20.54

2.3 Teaching- Learning Process

2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences using ICT tools

Response:

Modern learning is a collaborative process of knowledge building where the students interact with the instructor as well as with peers. Thus, educational interactions within an organization can be of three types: learner-to-content interactions, learner-to-instructor interactions and learner-to-learner interactions. The following activities provide opportunities for students to have all the above interactions. These techniques also provide teachers with immediate feedback about student learning, student misconceptions, confusion etc.

- Student seminars
- Paper presentation at state/ national/ international level conferences
- Assignments
- Diagram interpretations
- Group discussions
- Inter-college/intra-college fest (Commerce & Management/ IT)
- Solving chapter-end exercises
- Industrial visit programmes
- Field study
- Publication of the college magazine “Mallika?”
- Encouraging participation in intercollegiate competitions
- Providing event-organizing opportunities
- Skill development courses and programmes

Today’s tech-savvy generation is often bored by the old methods of teaching, which rely solely on the

chalk and board. There is a wide variety of audio/visual/technological tools that are utilized in different ways by teachers to teach and students to learn. Technological aids not only break the monotony to grab students' attention, foster inquiry and increase interest but also improve comprehension and stimulate retention. Classes become more interactive, engaging and collaborative as students move from passive reception to active discovery and learning. To ensure this benefit, the college has made an alround effort to provide such a setting with LCD-mounted classrooms, a multi-media Audio-Video Hall, internet connectivity in departments and the host of other e- gadgets in facilitating technology-based teaching for the benefit of the students.

File Description	Document
Upload Additional information	View Document

2.4 Teacher Profile and Quality

2.4.1 Percentage of full-time teachers against sanctioned posts during the last five years

Response: 93.33

2.4.1.1 Number of Sanctioned posts / required positions for teaching staff/ full time teachers year wise during the last five years:

2021-22	2020-21	2019-20	2018-19	2017-18
28	31	27	30	34

File Description	Document
Upload supporting document	View Document

2.4.2 Percentage of full time teachers with NET/SET/SLET/ Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Response: 70.71

2.4.2.1 Number of full time teachers with NET/SET/SLET/Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
22	24	19	18	16

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

2.5 Evaluation Process and Reforms

2.5.1 Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

The college maintains and follows the pattern of internal assessment as prescribed by the affiliating university in the respective courses. At the beginning of every academic year, each department organises an orientation programme to disseminate the outlines of the procedures involved in the internal assessment, evaluation and distribution of marks. Also, the institution furnishes rules pertaining to internal and external exams through the handbook. Internal assessment carries 20 per cent (CBCS) and 40 per cent (NEP) weightage in the overall evaluation. Students are informed about the schedule of internal assessment well in advance. The Examination Committee of the college looks into matters relating to the conduct of examinations and the evaluation process. Also, it ensures the appropriate redressal of students' grievances. The committee meets periodically to review the entire mechanism and introduce reforms if necessary. The committee shall comprise the following members: Principal (Chairman), Convener (A Senior Faculty) and three members (Teaching staff).

The mechanisms followed by the Committee are as follows:

- Notify the dates of internal assessment examinations two weeks before their commencement
- Notify the date for the submission of question papers by the faculty
- Notify the date for completing the evaluation and submission of marks to the college office
- Absentee students with valid reasons (specified in the Hand Book) are to inform the examination committee
- Examination Committee verifies the reason for the absence and if found valid conducts re-exam to such students
- Principal in consultation with the Examination Committee takes steps to redress the grievance according to the merit of the case
- Papers evaluated are given to the students in the class for personal seeing
- Grievances pertaining to evaluation are brought to the notice of the faculty concerned then and there and are redressed at that level only
- If failed to redress at the faculty level, they are reported to the Head of the Department.
- If not redressed at the HOD level, the matter is brought to the notice of the Principal
- Third test will be conducted when the students are deputed to take part in NCC, NSS, Sports and Cultural activities.

(No fee is collected for redressing the grievances pertaining to evaluation)

The examination committee appoints an internal squad that examines all cases of malpractice taking into account all relevant information. When a student has resorted to malpractice, the answer booklet and copy

materials are seized from the student. After carefully considering the case, the squad will decide whether the candidate's result should be released or permanently withheld.

The external examination is conducted in the college campus in accordance with the norms and guidelines as prescribed by the affiliating university. The University will constitute Flying Squad and send them to all the examination centres to inspect UG/ PG semester examinations.

The following Post Examination Processes are executed by the Affiliating University:

1. Personal seeing of answer scripts
2. Re-totalling
3. Revaluation of the answer scripts

An application fee of Rs. 660 is charged by the University for the revaluation of answer scripts. If the revised score increases by 10%, 50 percent of the application fee will be refunded.

File Description	Document
Upload Additional information	View Document

2.6 Student Performance and Learning Outcomes

2.6.1 Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website and attainment of POs and COs are evaluated

Response:

As the Institute is an affiliated college, it follows the affiliating university's course syllabus as well as the teaching, learning and assessment mechanisms. As a result, the Institute has used the affiliating university's syllabus to express the required learning goals for the various programmes and courses provided at the undergraduate and graduate levels. The Institute attempts to construct relevant and learner-centric learning outcomes to address multiple components of excellent teaching-learning such as experiential learning, skill development, critical thinking and analysis when producing these learning outcomes. The curriculum of each subject in different courses is available on the university website.

The HODs, along with the respective teaching faculty, discuss the syllabi prescribed by the affiliating university to prepare the learning outcomes. At the beginning of the academic year, each teacher makes a lesson plan with learning goals and outcomes for each module. The institute encourages teachers to participate in workshops, seminars, conferences, and FDPs to enrich them so, that they can achieve the desired results while teaching and learning in the classroom. This dissemination has resulted in a number of university ranks, and many PG students have qualified for competitive examinations such as NET and KSET exams. If the affiliating university makes any changes to the syllabi, that is given proper consideration to alter the learning outcomes for a specific programme or course.

In addition, when establishing the learning outcomes, alumni input is taken into account. The success of the students is a strong indicator of the quality of the education offered by the college. Quality education

with a proven track record is impossible without proper planning and implementation. Multifaceted academic plans are being developed to prepare students for life on a global scale. Successful alumni students are invited to interact with both the students and teachers at specific events and meetings. They share how the different courses shaped their careers and thus help students appreciate the programme of study.

During the admission counselling process, the principal conveys the proper information about the programmes and courses offered in the college and their objectives and outcomes in general. This helps students choose the right programme and courses according to their interests. The college organises career counselling programmes and skill enhancement programmes to effectively communicate the learning objectives and expected outcomes.

The college also hosts an orientation event for first-year students, during which the principal and staff members share the students' learning goals.

As a result, the Institute makes every effort to keep its teachers and students informed of the stated outcomes, thereby striving to complete curriculum planning and development, as well as the design, implementation and evaluation of academic programmes throughout the year.

File Description	Document
Upload Additional information	View Document

2.6.2 Pass percentage of Students during last five years

Response: 93.04

2.6.2.1 Number of final year students who passed the university examination year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
183	189	231	209	271

2.6.2.2 Number of final year students who appeared for the university examination year-wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
193	202	245	237	287

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process	
Response: 3.74	
File Description	Document
Upload database of all students on roll	View Document

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)

Response: 0

3.1.1.1 Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

File Description

Document

Institutional data in the prescribed format

[View Document](#)

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Response:

The college has created an ecosystem aimed at generating initiatives for creating and disseminating knowledge. Faculties regularly upgrade their skills through participation in faculty development programmes. They also have published research papers in national, international and UGC-acclaimed journals.

The college has conducted special lectures by industry & academic experts to ensure the propagation of knowledge among students.

To enhance students' creative writing skills and disseminate their scholarly knowledge by inviting articles from students. The college encourages the students to write and contribute articles to the college annual magazine. The students also get an opportunity to work on the editorial team of the college's annual magazine Malika.

The literary association, wall magazine, and all the other departments conduct activities and competitions among the students to enhance their knowledge and skills.

The student welfare council conducts various competitions for students on the occasion of college day.

The development of entrepreneurial skills is one of the major thrust areas of the college. The students were

abreast of developments in the field of entrepreneurship. The college offer beautician course to the girls' students to enhance their entrepreneurship skills.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.2.2 Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years

Response: 3

3.2.2.1 Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	1	2

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

3.3 Research Publications and Awards

3.3.1 Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

Response: 0.15

3.3.1.1 Number of research papers in the Journals notified on UGC CARE list year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
6	0	1	0	0

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

3.3.2 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 0.38

3.3.2.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
4	2	5	5	2

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

3.4 Extension Activities

3.4.1 Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.

Response:

The college is ardently committed to social responsibility it has taken initiative to organize various outreach programmes in neighbourhood communities. The college aims to develop social responsibility among students through its unique extension activities. It motivates students to excel in academics but also motivates them to become socially responsible citizens of the country.

The college conducts various outreach activities in communities through the Department of Social Work, NSS, NCC, YRC, Rovers and Rangers and Green teacher forum.

The College has collaborated with various Community-Based Organizations to organize programmes like awareness on health and hygiene, Dengue awareness, Blood donation camps, environmental awareness, Plastic and SLRM-related programmes, rainwater harvesting programmes, paddy transplantation initiatives etc.

The college focuses on community outreach that brings students and society on a common platform and sensitizes the students towards ordinary problems prevailing in society. The NSS unit organises an annual

camp in remote villages, which helps the students to understand the struggles of the underprivileged sectors of society and thereby developed empathy. During the camp, students interact with school students of the village to understand their problems, motivate them and help them in their studies, inculcate hygienic habits and moral values, and create awareness programmes for local people.

The college has conducted 29 blood donation camps in association with the Lions club Shirva, for the last 29 years to motivate students for a noble cause. The college has been specially recognised by the Lions club of Shirva for organising blood donation camps by donating 2307 units of blood.

The college camaraderie among students sensitizes them regarding their role and duty towards nation-building. The college organises various programmes to spread environmental awareness which include sapling plantation, cleanliness drives, awareness rallies and swachhha bharaat abhiyaan etc.

The social work department is implementing outreach activities through fieldwork and provides opportunities for experiential learning. The students have actively involved themselves in community-oriented activities like street play, summer camps for children, conducted government surveys, organizing health camps, rallies etc.

In collaboration with Reliance foundation the college and the social work department also responded to the Covid 19 pandemic situation by distributing around 10,000 masks in neighbouring communities, and educational institutions. The college has organised A state-level webinar on “mental health and well-being during Covid 19 pandemic” in association with Parent-teacher Association.

File Description	Document
Upload Additional information	View Document

3.4.2 Awards and recognitions received for extension activities from government / government recognised bodies

Response:

The College is committed to social service and community-oriented activities. The college has carried out extensions activities in the neighbouring community under the banner of the Green teacher forum, Department of social work, NCC, NSS, Rover, Rangers etc.,

The college has extended its support to government bodies, Government recognised bodies, agencies, NGOs etc. organised various extension activities by collaborating/associating to create awareness on various social issues. The services rendered by the college have been recognised and complemented by the people and civil society. The college aims to develop social responsibility among students through its unique extension activities, without rewards and recognition. The college renders selfless service to society and also motivates students to excel in academics but also motivates them to become socially responsible citizens of the country.

The college has been recognised and honoured with awards from Indian Association for the Blind for its outreach activities:

1. IAB Blind Empowerment Champions 2018- SILVER ZONE, by Indian Association for blind in the year 2018 for a voluntary contribution to the empowerment of persons with visual challenges.
2. IAB Blind Empowerment Champions 2020- GOLD ZONE, by the Indian Association for blind for outstanding excellence and amazing contributions towards voluntary contributions during the year 2019-20 for the empowerment of persons with visual challenges.

File Description	Document
Upload Additional information	View Document

3.4.3 Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organised in collaboration with industry, community and NGOs) during the last five years

Response: 75

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
9	12	11	29	14

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

3.5 Collaboration

3.5.1 Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response: 7

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 Availability of adequate infrastructure and physical facilities viz., classrooms, laboratories, ICT facilities, cultural activities, gymnasium, yoga centre etc. in the institution

Response:

The college has a well-equipped infrastructure to cater for academics as well as extra-curricular and co-curricular activities, it can accommodate 700 students in UG and PG Programmes. The campus is spread over 10.69 acres of land which facilitates excellent infrastructure for teaching-learning.

The college has 17 classrooms with LCD projectors along with portable projectors, computer labs, an auditorium, an AV hall, a library, a ladies' hostel, a canteen, public addressing system and the Entire Campus is protected by CC TV Surveillance with an adequate parking facility.

Location	Rural
Campus area in sq.mts.	43260.93 sq. mts
Built-up area in Sq. mts	College: 3021.64 Sq.mts Ladies Hostel: 738.57 Sq.mts Canteen: 81.3830Sq.mts Parking Shed:135 Sq.mts P.G Block: 873.36 Sq.mts Sports rooms: 51.19 Sq. mts Outdoor games: 3 acres

The college has two computer labs with modular and functional workspaces with ICT Facility. The laboratories are imbued with safety features to create an excellent ambience and atmosphere for teaching and learning. The laboratories are timely upgraded with multiple sets of apparatus.

To facilitate co-curricular and cultural activities, the college has one auditorium, Saudh Sabha Bhavan and one AV hall to cater to the needs of the audio-visual necessity of the events, with a seating capacity of 150 in the AV hall and 800 in the auditorium and Saudh Sabha Bhavan.

The College is committed to create a balanced atmosphere of academic, cultural and sports activities for the overall development of the students. The cultural activities of the college are organised to inherent creativities of students and extend the platform to enhance their natural ability. The college conducts various cultural activities like Annual day, Talents Day, Traditional day and other celebrations in which students exhibit their talents, it develops their aesthetic sensibility and an appreciation for the arts.

To improve the mental strength and concentration of students, yoga programs are conducted in the college auditorium by inviting yoga trainers.

The College has a well-established Physical Education Department that has diverse needs for students in sports and games. The college has 3 acres of sports ground, which helps to hold regular training and sports events for students such as cricket, football, volleyball, throwball, kabaddi, softball, and badminton game etc. The college also organises various sports events and also encourages the students to participate in Interclass, Intercollegiate, Interuniversity, Interstate and International events, to develop team spirit. The college has Gymnasium with standard equipment for all students and staff members.

Details regarding infrastructure and learning resources:

Particulars	Number of Rooms	Particulars	Number of Rooms
Principal Chamber	01	Administrative Office	01
Classrooms	17	Computer Labs	02
Office	01	Conference room	01
Library (UG+PG)	02	Auditorium	01
Physical Director Room	01	NCC Room	01
Girls waiting room	01	Washrooms	11
Record Room	01	Saud Sabah Seminar Hall	01
IQAC Room	01	Museum	01
NSS Room	01	Staff rooms	06
PG Office	01	Storeroom	01
Men's Gym	01	Women's Gym	01

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.1.2 Percentage of expenditure, excluding salary for infrastructure augmentation during last five years (INR in Lakhs)

Response: 43.91

4.1.2.1 Expenditure for infrastructure augmentation, excluding salary during the last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
2.25698	18.46510	4.73075	9.35127	12.53456

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

4.2 Library as a Learning Resource

4.2.1 Library is automated using Integrated Library Management System (ILMS), subscription to e-resources, amount spent on purchase of books, journals and per day usage of library

Response:

Name of the ILMS software: Easylib

Nature of automation: Partial

Version: Version 4.3.3

Year of automation: 8 June 2009

- It facilitates the retrieval of information.
- Library Management Software system is incorporated with the latest technologies that enable the library to serve its users more efficiently.
- The library has a wide collection of Books, Journals, Audio-Video materials Reprography Corner-Photocopy, Print, Scan facility, News Papers, Rare books, E-resources, previous years' question papers etc.
- The library is a member of the INFLIBNET N-List and provides web access to e-books on various subjects, Periodicals, Theses, Dissertations, etc.
- It offers computerized Catalogue Search Services for the user community through the Online Public Access Catalogue (OPAC) which allows access to bibliographic details of the books available in the library.
- The Library Committee consists of the Principal as Chairperson, HODs, student representatives and the Librarian as Secretary of the Committee.
- The Library Committee works on basis of faculty involvement. HODs report back to their respective departments about the issues discussed, funds allocated, and new subscriptions and also encourage the staff members to suggest names of books to be included.
- The Library Committee takes lead in incepting strategic directions for all aspects of the library services and operations. It meets regularly to engage the issues related to student requirements.
- PG Library consists of a barcode scanner facility for the issue and return of books.
- The Library Committee pays attention to the needs and intellectual aspirations of the students, who are enabled by valuable resources towards maintaining world-class academic standards.
- It provides a Book Bank facility to the students for their academic needs and also conducts a Book Exhibition to inculcate reading habits among the students and faculty members.
- The library is housed in the main building of the college with 82 seating capacity in UG Library and 45 in PG Library for reading and conference purposes.
- Library is partially automated with all its subsystems like LAN and Wi-Fi connectivity.
- Number of teachers and students using the library per day:**15.70300752**

- Percentage per day library usage by teachers and students is **2.693483705 including admin staff.**
- Percentage per day library usage by teachers and students is **2.764614437 excluding admin staff.**

File Description	Document
Upload Additional information	View Document

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Response:

- The College provides a range of IT facilities to help students and faculty with their studies. This includes extensive computer provision and Internet. A Portable LED & LCD projector facility is also available.
- Each classroom is furnished with an LCD projector to enable teachers and students to switch over to IT-supported teaching-learning methods. The college also has movable projectors to ensure that effective classroom delivery.
- The College office uses a LAN facility and software for the admission of students and fee collection.
- The college updates IT facilities periodically.
- The college and department of computer science use updated licensed versions of the operating system software, and other software for lab purposes.
- The college library uses easylib software for library automation.
- College office uses office automation software for admission and fee collection.
- All the academic and administrative blocks are connected through Intercom.

The college is using two leased lines with two different bands of 50 Mbps and 100 Mbps

Wi-Fi Campus

The Wi-Fi system has been functioning with 100Mbps_750GB (1:1) leased line connectivity provided by Udupi Fastnet private limited. Wi-Fi access is provided only in the library and Computer Science laboratories. As Wi-Fi security is an area of concern, the internet is secured with a firewall. The college has 2 Wireless Access points.

- 100 Mbps Bandwidth for internet with a dedicated leased line.
- 50 Mbps Bandwidth for internet at the college office and with Two wireless access points at the Library and Computer Science Department
- 128 + systems supported by Servers
- 1000 meter twisted pair cable is the Backbone for providing seamless connectivity.
- Computer lab with 75 latest configuration computers for students.

File Description	Document
Upload Additional information	View Document

4.3.2 Student – Computer ratio (Data for the latest completed academic year)

Response: 7.12

4.3.2.1 Number of computers available for students usage during the latest completed academic year:

Response: 75

File Description	Document
Upload supporting document	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1 Percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years (INR in Lakhs)

Response: 56.09

4.4.1.1 Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
13.26343	12.79575	7.35080	10.49	16.57

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Percentage of students benefited by scholarships and freeships provided by the Government and Non-Government agencies during last five years

Response: 77.65

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government and Non-Government agencies year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
627	161	430	636	592

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.1.2 Capacity building and skills enhancement initiatives taken by the institution include the following

1. Soft skills
2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)
4. ICT/computing skills

Response: A. All of the above

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.1.3 Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 19.02

5.1.3.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
183	0	32	46	338

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.1.4 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

Response: A. All of the above

File Description	Document
Upload supporting document	View Document

5.2 Student Progression

5.2.1 Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 45.35

5.2.1.1 Number of outgoing students placed and / or progressed to higher education year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
65	75	121	114	157

5.2.1.2 Number of outgoing students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
195	203	248	238	289

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.2.2 Percentage of students qualifying in state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 2.22

5.2.2.1 Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ Judicial Services/Public Prosecution services/All India Bar Exams/State government examinations) year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	2	0

5.2.2.2 Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
0	5	52	33	0

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.3 Student Participation and Activities

5.3.1 Number of awards/medals for outstanding performance in sports/ cultural activities at University / state/ national / international level (award for a team event should be counted as one) during the last five years

Response: 11

5.3.1.1 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 wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
3	2	1	4	1

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.3.2 Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 13.4

5.3.2.1 Number of sports and cultural programs in which students of the Institution participated year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
9	3	17	18	20

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.4 Alumni Engagement

5.4.1 There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Response:

St. Mary's College Alumni Association @ Shirva has contributed significantly through financial and non-financial means during the last five years. The SMCAA was registered under the Karnataka Societies Act of 1960 with Registration No.: DRUD/SOR/136/2017-2018 in 2017.

Objectives of the Association:

- Promotion of familiarity among members
- Fostering filial feelings towards the institution
- Organise programmes for members and juniors (past & present students)
- Work out plans of development for the alma mater in consultation with the college
- Float scholarships, sponsor prizes and organise skill workshops
- Promote cordial relationships among the alumni by organising Re-Unions

The SMCAA plays a major role in contributing scholarships to deserving students of the college every year. SMCAA is one of the sources of placement opportunities for students. The Association Members spread across the world have been helping students to get employment opportunities. In the event of an imminent disaster causing property damage, the association extends financial support well in time. Also, it provides financial assistance to meet the medical expenses of ailing students/ alumni. The regular conduct of the Re-Union and Guruvandana Programme creates a respectful atmosphere among the teachers, students, parents and all other stakeholders. During the programme, various alumni members are recognised and honoured with an award for their achievements in different capacities. Also, the rank holders and the achievers in sports of the college are honoured with a cash award. These practices have been inspiring the student community. To inculcate a positive competitive spirit and promote 'FIT INDIA', the association has been supporting and sponsoring various events such as weightlifting competitions, Best Physique etc. in the college. The association has commenced a cricket academy in collaboration with Mangalore Premier League and Karnataka State Cricket Academy, Udupi District to provide coaching to the students by experts. SMCAA has accomplished many projects resulting in infrastructure augmentation. Training programmes are organised under the banner of the Alumni Association for the students and the teaching staff of the college.

File Description	Document
Upload Additional information	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance and leadership is in accordance with vision and mission of the institution and it is visible in various institutional practices such as decentralization and participation in the institutional governance

Response:

The vision and mission and corresponding objectives of the college are:

Vision: Reaching quality higher education to rural doorsteps.

Mission: St. Mary's College, Shirva, strives to train rural youth to meet global challenges through effective classroom lessons coupled with capability building programmes. It is committed to excellence by developing their academic competencies, soft-skills and civic responsibilities retaining the core values of student-teacher relationship. The institution tries to achieve inclusive growth through inclusive governance.

Objectives:

- Student competency improvement
- Sensitizing students to socio-economic and cultural issues
- Value inculcation
- Ensuring employability
- Pursuing inclusive growth paradigm

The college is managed by Catholic Educational Society of Udupi (CESU). The local administration of the college is looked after by the Governing Council presided by the Correspondent of Shirva Parish. It consists of Bishop of Udupi Diocese as the President of Catholic Educational Society, Vicar General as the Vice President, Secretary, Correspondent of the College, Principal and four members nominated by the Parish Pastoral Council and one Staff Representative. The Principal is the ex-officio member of the Governing Council who takes care of the day- to-day affairs of the college.

All major decisions on infrastructure, financial management and other development activities are taken by the Governing Council. It meets twice a year. The academic, administrative and financial matters of the college are discussed and recorded.

The principal as the head of the institution provides leadership to the system. His leadership is visible in accurate planning, deployment of all resources for execution, monitoring the entire process, analyzing the feedback of teachers and students on curriculum etc. He conducts regular meetings and addresses the staff about their responsibilities.

The different departments of the college plan and execute the academic plans under the guidance of respective heads. The administrative staff delivers specific responsibilities and powers related to finance, examination, fee collection, scholarship disbursement, updating ledger entries and other office maintenance work. They are approved first by the office superintendent and then by the principal.

Library and Physical Education Department take decisions pertaining to their departments.

The IQAC monitors the overall functioning of the institution and continually suggests measures to enhance standards.

The decentralization, delegation of authority and the participation is ensured through the different committees, cells and associations formed every year in the last staff council meeting of the year. As per the quality guidelines set by the IQAC and directions of the staff council, these cells/associations plan their activities, take decisions and carry out programmes throughout the year.

The views of parents are obtained both informally and through the Parent-Teacher Association during its end semester interface meetings and Annual General Body Meeting.

The Students Welfare Council is a functional student body which consists of student representatives nominated on consent based academic merit only. Student representatives are a part of the organizational structure of various cells/associations. It discusses the events/activities to be organized and decisions are taken at this level and formal approval is given by the principal.

File Description	Document
Upload Additional information	View Document

6.2 Strategy Development and Deployment

6.2.1 The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, deployment of institutional Strategic/ perspective/development plan etc

Response:

The college is managed by Catholic Educational Society of Udupi (CESU) which is headed by the Bishop as the President and all the affairs are looked after by the secretary. The local administration of the college is looked after by the Governing Council presided by the Correspondent. Day- to-day affairs of the college are taken care of by the principal of the college.

The IQAC is the central body which assists the college on all matters pertaining to quality on campus. It has formed a strategic plan for the period of 2017 to 2021.

Heads of the departments are responsible for the preparation of department time table, work allocation among teachers. Class teachers are assigned for each class to ensure personal care, guidance, counselling, evaluation and assessment of each student in the class.

The Office Superintendent has specific responsibilities and powers related to administrative work of the college. Office staff assists in the day-to-day administrative works of the college.

The College Librarian, along with the staff is responsible for the smooth functioning of the library. It

conducts extension activities to attract the library users and includes new services for the benefit of user community.

The Physical Education Department oversees and monitors all the sports-related activities. It provides first aid facilities, assists in conducting medical examination in the campus, assists in the activities of interclass and inter-collegiate sports activities and guide students in sports related issues.

Staff Appointment: The principal of the college intimates the vacant posts to the management as and when the need arises. The institution follows the UGC regulations on minimum qualification for appointments. The management of the college invites applications for the vacant posts through advertisement in newspapers. The selection of the candidates will be done on the basis of performance both in the demo lecture and personal interview.

Service Rules: All the employees were bound to follow the well-defined code of conduct of Karnataka Education Act and Karnataka Civil Service Rules (KCSR) issued by the Government of Karnataka.

A strategic plan for five years was prepared and it has been the guiding spirit for the future endeavours. The college has signed MoUs with various organisations to impart skill based training to students that helps them to develop the employability skill.

The college extension programmes have created a sense of selfless service-mindedness among the student community.

Career Guidance and Placement Cell of the college is providing guidance and assistance for the students to achieve their career goals. It has organised workshops, guest lectures, and campus recruitment drives.

The Parent- Teacher Association of the College has actively involved in the deployment of the strategic plan of the institution by extending support in organizing academic endeavours and extension programmes.

St Mary's College Alumni Association (R) is functional and supports financially the poor students in pursuing their higher education.

Students' Welfare Council is a functional student's body which is formed in a democratic way. The Council extends its support in organizing various activities of the college.

File Description	Document
Upload Additional information	View Document

6.2.2 Implementation of e-governance in areas of operation

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

Response: A. All of the above

File Description	Document
Upload supporting document	View Document

6.3 Faculty Empowerment Strategies

6.3.1 The institution has effective welfare measures and Performance Appraisal System for teaching and non-teaching staff

Response:

The College provides both statutory and non-statutory welfare measures for the benefit of the faculty and the supporting staff. They are:

- 15 Casual leave, 30 Special Casual Leave (Examination, Evaluation), facility per year to the teaching staff.
- 10 earned leave to the aided staff.
- 15 Casual leave, 30 earned leave and 20 commuted leave facility per year to the non-teaching staff
- 10 earned leave to the management teaching staff and 20 earned leave to the non-teaching staff.
- Duty leaves (OOD facility) to staff members to attend various Training Programmes/ Orientation/ Refresher/ Workshop/Seminar/Examination subject to the existing government rules
- Lady teachers can avail of Maternity Leave as per the government rules.
- Gratuity applies to every unaided staff after 5 years of permanent service.
- Faculty Development Programmes are periodically arranged to motivate and update teaching and knowledge.
- Celebration of important festivals for the teaching and non-teaching staff
- Canteen facility is provided at subsidized food price
- Mid-day meal facility at a concession rate for teachers
- Parking facility
- Free Wi-Fi facility in the office and LAN facility in all the staff rooms and the Library.
- Encouragement to become members of Teachers Cooperative Bank.
- Reserved reading section at the library for the faculty and non-teaching staff.
- First Aid facilities.
- ESI Facility and PF facility to the teaching and non-teaching management staff as per guidelines.
- Retirement benefit to the approved staff.
- Annual one-day staff picnics for the faculty members.
- Honouring the staff for clearing NET& KSET examinations on the college annual day.
- In case of emergency, the staff are allowed to move out of the campus after recording in the movement register.

Performance Appraisal System:

Through Performance Appraisal, an Institution seeks to assess faculty members and develop their competencies, improve performances and allocate rewards. The performance Appraisal System of the staff includes

◦ **Student Appraisal of teachers**

A format provided by the Department of Collegiate Education, Karnataka is given to the students selected on a random basis to provide feedback on teachers, containing probes on teaching, involvement of faculty in ECA, academic improvement etc. The results are analysed by the principal and the same is shared with the concerned teachers.

After the completion of two years probationary period management teaching staff service will be confirmed subject to the fulfilment of UGC guidelines.

◦ **Student Appraisal of administrative staff**

The administrative staff are evaluated based on the rapport with staff, students and the public. Office etiquette, politeness, presence of mind and the ability to carry out a task independently are some of the components of the evaluation. Their responsibility and accountability are also monitored. The principal holds meetings with the administrative staff and briefs about the observations made and suggests areas for improvement.

File Description	Document
Upload Additional information	View Document

6.3.2 Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 22.14

6.3.2.1 Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
4	3	5	6	13

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

6.3.3 Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development /administrative training programs during the last five years

Response: 12.11**6.3.3.1 Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development /administrative training programs during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
2	12	10	1	2

6.3.3.2 Number of non-teaching staff year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
14	16	17	18	18

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

6.4 Financial Management and Resource Mobilization**6.4.1 Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)****Response:**

The college has a mechanism for the mobilization of funds and the optimum utilization of resources. The funds are mobilized for the following reasons:

- To meet the infrastructure requirement of the institution
- To organise FDPs and guest lectures
- To provide scholarships to the rural and financially weaker sections of society.
- Enhancement and maintenance of the Library
- To purchase Sports equipment
- To pay the salary for the unaided faculty members from the fee collected
- Fee payment of poor students
- To honour the rank holders.
- To meet the expenses of NSS Annual Special Camps, financial assistance to sports and games
- To provide Travelling Allowance to students representing the college in inter-collegiate competitions.

The major sources of funds for the college are from the following avenues:

- Tuition fees collected from students
- Endowment Fund
- Parent Teacher Association
- St Mary's College Alumni Association®
- Grants from individuals, philanthropists and retired staff
- Special prizes sponsored by the faculty members for the academic achievers.

Funds availed from the above sources are used for developmental activities, academic resources and to support the weaker sections of society.

PTA and Alumni contributions are used to meet the developmental needs and the maintenance of the institution.

At the end of the financial year external auditing is conducted to ensure utilisation and proper accounting of the funds availed.

The institution conducts internal and external financial audits regularly

A well-defined mechanism is in force for financial audits to have discipline and transparency in financial management. The accounts of the institution are subject to Internal and External audits.

Internal Audit:

The institution regularly conducts an internal audit of its finances. The internal audit of the college has been done by an internal audit committee formed by the principal. Cash book and ledger accounts are audited by the office superintendent twice by verifying vouchers, invoices, fee receipts and counterfoils.

External Audit:

The external audit of the college has been done by M/S Gonsalves and Nayak, Chartered Accountant Kodialbail Mangalore. It is conducted once a year to examine the maintenance of assets, funds as per rules and regulations. External audit of the college is undertaken by qualified CA and certified statements are submitted to funding/regulatory agencies.

The external auditor is appointed by the college to execute the statutory audit. The last audit was carried out on 10.06.2022. No major irregularities were found in the audit. The external auditor conducts a statutory audit at the end financial year.

File Description	Document
Upload Additional information	View Document

6.5 Internal Quality Assurance System

6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

Internal Quality Assurance Cell (IQAC) of the college strives to develop a system for conscious and consistent action to improve the academic and administrative performance of the college. The Quality Assurance Framework of the institution has been developed to assure academic standards and enhance the quality of education. It focusses on the institution's commitment to excellence and improvement. It has adopted the systematic approach to reach well-defined academic standards by guiding the students to reach the standards and to foster the global competency.

Institutionalization of the quality assurance strategies and processes

- The quality assurance strategies of the institution have reflected in terms of organizing orientation programme to the freshers every year. The freshers along with their parents are familiarized to the college and its quality assurance strategies. They are given information on various facilities available in the college, the library facility, extra curricular activities offered and the examination and evaluation process.
- The faculty development Programmes are organized by the college to institutionalize the quality assurance strategies and processes. The faculty members and the administrative staff members are deputed to attend various faculty development programmes, workshops, seminars and conferences. The teachers are also encouraged to present and publish papers.

Review of teaching learning process, structures and methodologies of operations and learning outcome

- The Internal Quality Assurance Cell of the college has reviewed the exit report of the third cycle in the beginning. It has planned out the strategies- both for the short run as well as the long run. Accordingly, the composition of the cell was formed in accordance with the guidelines of the NAAC. All the teachers were incorporated into the various criterion committees.
- The IQAC reviews periodically the teaching learning process and learning outcome of all departments, cells, associations and committees through reports, visits and meetings.
- The teaching learning process is continuously evaluated through continuous internal evaluation under the guidance of the Principal and the Heads of the Departments. The process is reviewed in general during staff meetings.
- The academic performance of each student is closely monitored by the mentors.
- The end- semester interface meetings with the parents has enabled the effective monitoring of the teaching and learning.
- The department level meetings have deployed strategies to improve the learning outcome.

Incremental improvements

- The college has undergone an incremental improvements in all academic fields. It has constantly encouraged its faculty members to improve their qualification. As a result, it has a higher proportion of qualified staff members compared to the previous cycle of accreditation.

- The college has larger number of MOUs with different institutions for the quality enhancement of students and teachers.
- It has different collaborations for extension activities which has improved the perception of the institution in the society.
- The college being an rural institution, has witnessed an increasing number of placements over the years.
- Students are encouraged to participate in various on campus and off campus placement drives.
- The institution has sustained and improved the good record of academic excellence through ranks and results in the university examinations.

File Description	Document
Upload Additional information	View Document

6.5.2 Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements
2. Collaborative quality initiatives with other institution(s)/ membership of international networks
3. Participation in NIRF
4. any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA, ISO Certification etc

Response: B. Any 3 of the above

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Measures initiated by the Institution for the promotion of gender equity and Institutional initiatives to celebrate / organize national and international commemorative days, events and festivals during the last five years

Response:

The college has taken utmost care to safeguard human rights efficiently. It believes in equality, inclusiveness, respect for human dignity, fairness and justice for all which is reflected in an unbiased recognition and representation of women and men in all areas to thrive. The College is actively involved in implementing gender equality policies and the development of its stakeholders. The college has formed a Women's Forum and Anti-harassment cell (framed in accordance with university guidelines), Student Grievance and Redressal cell along with the social work department plays a vital role in creating awareness and addressing gender-related issues.

To avoid gender prejudices, the college encourages female students to participate in NSS, NCC and Rangers Programmes. The college has a counselling cell staffed by the teachers to counsel students of special cases in need of personal counselling. Every student is assigned a mentor who monitors their academic as well as personal issues. The students meet their mentors to discuss the problems they are facing in learning and acquiring skills.

The college has a Common Room facility for female students with drinking water, clean toilet blocks, a sanitary napkin vending machine and incinerator machine facilities.

The institution provides services such as:

- The institution is secured with 24/7 CCTV surveillance and security staff on campus.
- Police complaint/suggestion box is placed in front of the administrative block and post-graduate block of the college and students are free to complain to the police authority.
- The college has Women Anti-Harassment Cell with a lady constable as a member.
- The college conducts regular PTA meetings to get feedback from parents.
- The college creates awareness of the POCSO ACT among students and staff.
- ID Cards for students and staff to prevent the entry of outsiders.
- Safety awareness and self-defence training have also been conducted.
- Not even a single instance of ragging in any form has been reported so far in the college.

National and international commemorative days, events and festivals

The college is true to its commitment to humane values and undertakes many activities to instil a sense of fraternity, unity, and dignity in the individual.

- The college celebrates days of National importance and festivals such as Independence Day, Teacher's Day, NSS Day, Constitution Day, Voter's Day, Republic Day, Gandhi Jayanti, Ekta Divas, Dr Ambedkar Jayanti, National Youth Day, Republic day, World Social Work Day, NCC Day, Kargil Vijay Divas, Swachatha Sarvekshan, Librarians' Day, Sadbhavana Diwas, Kannada

Rajyothsava, World Book Day, Social Work Day, Reporters Day, Mathrubhasha Divas, National Sports Day, Hindi Day, Surgical Strike Day among others.

- Women and child-related commemorative days such as International Women's Day, and Children's Day are celebrated.
- Environments and health-related days such as World Environment Day, International Day of Yoga, Van Mahotsav, World Mental Health Day, Human Rights Day, World Heart Day, and International AIDS Day are celebrated.
- To build and maintain religious harmony in society the college celebrates Christmas, Ganesh Chaturthi, and Eid Celebration.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

7.1.2 The Institution has facilities and initiatives for

1. Alternate sources of energy and energy conservation measures
2. Management of the various types of degradable and nondegradable waste
3. Water conservation
4. Green campus initiatives
5. Disabled-friendly, barrier free environment

Response: A. 4 or All of the above

File Description	Document
Upload supporting document	View Document

7.1.3 Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

1. Green audit / Environment audit
2. Energy audit
3. Clean and green campus initiatives
4. Beyond the campus environmental promotion activities

Response: A. All of the above

File Description	Document
Upload supporting document	View Document

7.1.4 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic diversity and

Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

The college has conducted programs to provide an inclusive environment. It has initiatives for promoting tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities among the students and staff. The college has evolved and implemented various initiatives to provide an inclusive environment by bringing students and teachers with diverse backgrounds to a single platform.

Efforts and initiatives:

The college harmony club conducts inter-religious festivals like Ramzan, Ganesh Chaturthi, Christmas, Eid, Bakrid and Deepawali with immense honour and respect for all the religious students and staff of the college. The club has organised many activities like singing, dancing, one-act plays and dramas to make the students and society aware of the institution's traditions and value orientation, to abolish prejudices, superstitions etc.

The Youth Red Cross Unit of the college participated in fund mobilization jatha and collected funds from students, staff, public and handed over to District Red Cross Unit. It also conducts a blood donation camp every year.

To foster cultural identity and harmony the college celebrates Traditional Day, students from various regional and cultural backgrounds have participated in programs and presented their regional/cultural folk songs and dance.

Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens

The institution educates students and staff about the institution's constitutional obligations in addition to citizens' values, rights, duties and responsibilities enabling them to be better citizens.

Every year, the institute holds an awareness programme for employees and students on topics such as reduced usage of plastics, cleanliness, Swachh Bharath, AIDS awareness, Dengue awareness Jatha, and the POCSO Act. The college organizes a blood donation camp every year and encourages students to donate the same. The Lions Club Shirva-Manchakal presented the college with a certificate of special recognition for arranging blood donation camps over the past 25 years.

The Human Rights cell of the institution arranges special lectures and awareness programmes for students to enlighten and educate them about rights and responsibilities, thereby making responsible citizens of the country.

The college received the 'IAB Blind empowerment championship 2018 Silver Zone award from the Indian Association for the Blind for its excellence and amazing commitment to volunteering for the empowerment of people with visual problems.

The college celebrates National Youth Day, Kargil Vijay Divas, Sadhbhavana Day, and Surgical Strike

Day, to sensitize stakeholders about the importance of communal harmony, national integration and fraternity.

The college celebrates Constitution Day to create awareness about the importance of the Indian

Constitution. Independence Day and Republic Day to enthuse young minds with democratic values of fraternity, equity and social justice.

The college handbook contains the code of conduct, which students must adhere to it while on campus.

To support Swachh Bharath Abhiyan, NSS, NCC, Rovers and Rangers volunteers have conducted awareness rallies and cleanliness drives on the campus of the campus.

Electoral literacy club literates the students about Democracy. It celebrates national voters day every year and has taken the pledge to uplift the democratic values vote judiciously

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

7.2 Best Practices

7.2.1 Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual

Response:

Response:

Best practice 1

Title of the Practice: Financial Assistance to Students

The objective of the Practice: The major approach is to provide financial aid to deserving and meritorious students of the college.

The Context:

Drawing inspiration from the institution's vision, the college offers financial aid and scholarships to make higher education accessible to everyone. The majority of the students come from rural areas with low economic backgrounds. Many philanthropists, Alumni associations and college staff members take initiative to achieve the vision of the college.

The Practice:

Students who require financial assistance must provide proof of income at the time of acceptance. The Admission Committee of the college along with the class teachers and mentors play a significant role in the verification of the documentary and strictly following the guidelines framed for the given purpose. The college helps the students to avail different types of scholarships available in the college. SC/ST students are encouraged to apply for scholarships through the SSP portals and minority students are fortified to apply for minority scholarships.

Evidence of Success:

The benefits provided during the last five years are attached here.

2021-22	<ul style="list-style-type: none"> • Mrs Precilla Machado, wife of the late Prof. Pascal Walter D'Sa, has donated Rs. 12,600/- towards the scholarships in addition to the endowment prize. • Alumni Association has sponsored free education for first BA students in the form of a scholarship worth Rs 1,05,000/- also awards Rs. 5000/- each for the University rank holders • First batch of the college (1980-83) donated a generous sum of Rs 50,000/- during their reunion on 2nd January 2022 for the education of deserving students
2020-21	<ul style="list-style-type: none"> • Prof Rajan V.N. Retired principal of the college instituted a sum of 1,00,000 to be awarded to the ten rank holders Rs 10,000/- each • The college has instituted a sum of Rs 15,000/- and the annual interest to be awarded to students of the final BA, in memory of the late office superintendent Mr Jossie D Souza. • Prof. Pascal Walter D'sa, Associate prof of commerce(retired) has donated 10,000/- as endowment prize for the students. • Alumni Association has sponsored free education for first BA students in the form of a scholarship worth 1,05,000/- also awards Rs. 5000/- each for the University rank holders. • Mr Santhosh Shetty (Alumni) contributed Rs. 50,000/ and the interest is to be awarded to the student.
2019-20	<ul style="list-style-type: none"> • Scholarship/fee concession and endowment prizes distributed- Rs. 20,97,141 to 374 students • The Alumni association has contributed Rs.1, 05,845.
2018-19	<ul style="list-style-type: none"> • Scholarship/fee concession and endowment prizes distributed - Rs.24,65,858 to 438 students. • The Alumni association has contributed Rs.3, 11,760
2017-18	<ul style="list-style-type: none"> • Scholarship/fee concession and endowment prizes distributed Rs.31,60,891 to 554 students. • The Alumni association has contributed Rs52,240 for 18 students.

Problems Encountered and Resources Required

Despite the extensive effort to collect information on the economic background of students, data accuracy remains a challenge. In addition, the student's income certificate and the legitimacy of the income proof are required. Another concern is the late availability of funds.

Note:

Other best practices of the college are

Mid-day meal facility: The students and staff of the college have access to a midday meal programme at a low cost.

Mask Distribution Programme. In collaboration with the Reliance Foundation, the MSW Department organized a mask distribution campaign in the college in association with NCC, NSS, Rovers and Rangers.

Best practice 2

Title: Computer Literacy Programme

The Objectives: A computer literacy programme is offered to improve computer literacy among deserving and needy students.

The context:

The Space: The computer lab.

Timing: The timing was set before the start of regular sessions, i.e. at Zero hours (morning 8.45-9.45) and in the evening 3.30-4.30.

Resources: Students were formed in batches to attend classes and aspire to improve their computer literacy skills.

The Practice: The Computer Science Department has framed the syllabus for the computer literacy programme, which includes the Ms-Office suite and Tally ERP 9. The course duration is 30 hours, and weekly 2 hours each session are conducted. The programme is delivered in two modes, i.e.

1. The 'Basic Course' on computers is beneficial for students who are not aware of using computers.
2. The 'Computer Accounting Course' is beneficial for students who are aware of using computers and especially helpful for commerce graduates in the routines of academic and commercial applications.

Student Enrolment List

Sl. No.	Academic year	No. of Students
1	2017-18	184
2	2018-19	138
3	2019-20	138
4	2020-21	115
5	2021-22	129

Evidence of Success: Students who have completed the Basic computer literacy curriculum have learned how to operate a computer and use of Microsoft Office. Students can use their knowledge to prepare

PowerPoint presentations, prepare notes, and complete assignments and projects. Students who have completed Tally, particularly commerce graduates can utilize their skills in their future careers in the present competitive world.

Problems Encountered and Resources Required: The classes are held in the early morning the students have trouble attending classes because of public transportation. However, this has changed gradually and students have started to attend the same regularly as their attendance is strictly monitored by the faculty.

Notes: Other best practices

Online applications/ Online fee payment: The institution has launched an online application platform that allows students to apply from the comfort of their own homes. The system was implemented in the academic year 2021-2022.

Virtual Class: Due to the COVID-19 pandemic, educational institutions in the country have become increasingly involved in using digital platforms for engaging classes, organising conferences and conducting meetings. Google meet and prerecorded YouTube classes were conducted for students to clear up any issues or problems they had about the subject.

Parent Library Borrowers Card: The college library has introduced a Parent library borrower Card to the parents to issue a book such as novels, poetry, short stories etc.

File Description	Document
Best practices as hosted on the Institutional website	View Document
Any other relevant information	View Document

7.3 Institutional Distinctiveness

7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

The college is founded in 1980 with the mission of "Reaching Quality Higher Education to Rural Doorsteps," is a higher education institution located in a rural area of Shirva Panchayath, Udipi District, Karnataka State. The Catholic Education Society of Udipi Diocese manages the college, which has the following mission:

St. Mary's College, Shirva strives to train rural youth to meet global challenges through effective classroom lessons coupled with capability building programmes. It is committed to excellence by developing their academic competencies, soft skills and civic responsibilities retaining the core values of student-teacher relationship. The institution tries to achieve inclusive growth through inclusive governance.

True to its vision and mission the college has enabled the rural youth who were deprived of higher education because of poverty and lack of affordability. Prior to 1980, only a privileged few had the opportunity to higher education by going to cities and staying in hostels. This has led to the empowerment of youth in a big way. In addition, the college also introduced the following capability building Add-on courses to enhance their employability skills such as:

1. Certificate course in Computer Basics
2. Certificate course in Soft Skills Training
3. Certificate course on Beautician Course
4. Certificate course on Tally with GST

Certificate course on Computer Basics & Tally with GST

The college introduced an add-on course on computer literacy in the year 2009 to train the rural youth. The Computer Science department has framed the syllabus as per industry requirements. The classes are held for two hours per week. Introduction to GST course imparts practical knowledge of the indirect taxation system. The certificate course on Tally with GST was introduced in the academic year 2017.

Certificate course on soft skills Training

The college has introduced a soft skill course to enhance leadership qualities, teamwork, communication, presentation and employability skills in students. The main objective of the course is:

- To give students a realistic perspective of work expectations.
- To create a desire to fulfil individual goals.
- To develop soft skills such as communicative skills, inter and intra-personal skills, problem-solving and critical thinking skills, presentation skills, group discussion and interview skills in students.
- To build comprehensibility among students.
- To prepare the students to be successful in the job market.
- To train the students to acquire core competencies needed to face the challenges of the corporate world.
- To develop human resources required for national development.
- To meet local as well as global requirements.

Certificate course on Beautician

Beautician Course is conducted for first-year lady students to promote women's entrepreneurship. The main objectives of the course are:

- To impart knowledge to groom and present themselves.
- To produce a capable and skilful workforce as required by the prevailing market demands.
- To empower the students to be self-employed.
- To equip the students with the knowledge to ensure the safety measures of beauty care.

Special Employability support courses:

The college offers special employability support course to the students to enhance their employability

skills.

KSHAMATHA Programme

The college has signed MOUs with Kshamatha U-Getin, an undergraduate employability training and placement initiative programme of World Konkani academy Mangalore. The students of the college have undergone a training of 40 hours at World Konkani Centre, Mangalore during vacation. The college has received a special recognition award for promoting the students.

ICT Academy Programme

The college is a member of the ICT Academy, which is an initiative of the Government of India in collaboration with the state government and industries. The programme aims to train higher education teachers and students, thereby extensively developing next-generation teachers and industry-ready students. The college has celebrated Cloud Literacy Day to induce self-learning and introduce basic cloud technology skills to the students.

It has also conducted a faculty Development Programme on Emotional Intelligence in the college to understand the significance of emotional intelligence in the workplace and to learn how to improve emotional intelligence.

Academic speech craft & Corporate Speech Craft

Academic and corporate speech craft course has been introduced in the year 2018 which develops a platform to bring positive thought patterns, gain confidence, improve behaviour, learn better communication and empower the students to participate in the job market.

Competitive exams and banking training

The college has introduced add- on course on quantitative aptitude and reasoning tests to train rural youth to meet global challenges through effective training. The course aims to train the students to excel in competitive examinations and to find better opportunities according to the industry requirements.

File Description	Document
Appropriate web in the Institutional website	View Document

5. CONCLUSION

Additional Information :

The college empowers village youth to meet global challenges. Skill formation and socio-economic awareness is created among the learners through classroom lessons and other enrichment programmes. Character building among students is achieved through relationship proximity between the teacher and taught. The college always tries to facilitate the learner's academic excellence through quality learning ambience creation. It intends to work this out through awareness creation and skill formation in the student stakeholders. Classroom lessons and enrichment programmes enable the institution to achieve this goal. The institute is always sought after by others due to its proximity and easy accessibility for various academic and non-academic activities. Besides this, the teachers of the institution are actively engaged in all-round academic activities. Some of them are involved in syllabus drafting committee of the affiliated University. Significant improvement in the infrastructural facilities, academic performance, good number of add-on courses, opportunities created and realized through MoUs and collaborations, have enabled the college to leap ahead significantly.

Concluding Remarks :

The College has been imparting quality education not only to the people in and around Shirva but also to the people from other parts of the state and Nation. The College strives to accomplish Academic Excellence through quality learning ambience creation. The college has been in the forefront in empowering young generations through a holistic approach to education. The students studied in this college have occupied places of prominence all over the world. The college with visionary management and committed and qualified faculty continues to inspire a journey to reach the pinnacle of success. The College has made considerable progress in fulfilling the vision and mission of the institution. This has resulted in enhancement of employability and skill development. The College has performed tremendously well by making maximum use of its infrastructural facilities. High academic performance of the students has boosted the morale of the institution to a greater height. ICT based teaching has been more effective to cater the diversified needs of the students. The institution has become successful in materializing the requirements and desires of higher education.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
2.4.2	<p>Percentage of full time teachers with NET/SET/SLET/ Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)</p> <p>2.4.2.1. Number of full time teachers with NET/SET/SLET/Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. year wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>22</td> <td>24</td> <td>19</td> <td>18</td> <td>16</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>22</td> <td>24</td> <td>19</td> <td>18</td> <td>16</td> </tr> </tbody> </table> <p>Remark : Value has been updated as per HEI Clarification Response</p>	2021-22	2020-21	2019-20	2018-19	2017-18	22	24	19	18	16	2021-22	2020-21	2019-20	2018-19	2017-18	22	24	19	18	16
2021-22	2020-21	2019-20	2018-19	2017-18																	
22	24	19	18	16																	
2021-22	2020-21	2019-20	2018-19	2017-18																	
22	24	19	18	16																	
3.4.3	<p>Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organised in collaboration with industry, community and NGOs) during the last five years</p> <p>3.4.3.1. Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>11</td> <td>12</td> <td>12</td> <td>30</td> <td>16</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>9</td> <td>12</td> <td>11</td> <td>29</td> <td>14</td> </tr> </tbody> </table>	2021-22	2020-21	2019-20	2018-19	2017-18	11	12	12	30	16	2021-22	2020-21	2019-20	2018-19	2017-18	9	12	11	29	14
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11	12	12	30	16																	
2021-22	2020-21	2019-20	2018-19	2017-18																	
9	12	11	29	14																	
4.1.2	<p>Percentage of expenditure, excluding salary for infrastructure augmentation during last five years (INR in Lakhs)</p> <p>4.1.2.1. Expenditure for infrastructure augmentation, excluding salary during the last five years (INR in lakhs)</p> <p>Answer before DVV Verification:</p>																				

2021-22	2020-21	2019-20	2018-19	2017-18
2.25698	18.46510	4.73075	9.35127	12.53456

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
2.25698	18.46510	4.73075	9.35127	12.53456

Remark : Value has been updated as per HEI Clarification Response

4.4.1 Percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years (INR in Lakhs)

4.4.1.1. Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
13.26343	12.79575	7.35080	10.49	16.57

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
13.26343	12.79575	7.35080	10.49	16.57

Remark : Value has been updated as per HEI Clarification Response

5.3.2 Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

5.3.2.1. Number of sports and cultural programs in which students of the Institution participated year wise during last five years

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
19	19	33	35	30

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
9	3	17	18	20

6.3.3 Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development /administrative training programs during the

last five years**6.3.3.1. Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development /administrative training programs during the last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
3	16	15	2	15

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
2	12	10	1	2

6.3.3.2. Number of non-teaching staff year wise during the last five years

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18

2.Extended Profile Deviations

ID	Extended Questions																				
1.1	Number of teaching staff / full time teachers during the last five years (Without repeat count): Answer before DVV Verification : 50 Answer after DVV Verification : 48																				
1.2	Number of teaching staff / full time teachers year wise during the last five years Answer before DVV Verification: <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>28</td> <td>31</td> <td>27</td> <td>30</td> <td>34</td> </tr> </tbody> </table> Answer After DVV Verification: <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>26</td> <td>29</td> <td>25</td> <td>28</td> <td>32</td> </tr> </tbody> </table>	2021-22	2020-21	2019-20	2018-19	2017-18	28	31	27	30	34	2021-22	2020-21	2019-20	2018-19	2017-18	26	29	25	28	32
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28	31	27	30	34																	
2021-22	2020-21	2019-20	2018-19	2017-18																	
26	29	25	28	32																	
2.1	Expenditure excluding salary component year wise during the last five years (INR in lakhs) Answer before DVV Verification: <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>15.52041</td> <td>31.26085</td> <td>12.08080</td> <td>19.84127</td> <td>29.10456</td> </tr> </tbody> </table> Answer After DVV Verification: <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>15.52040</td> <td>31.26085</td> <td>12.08080</td> <td>19.84127</td> <td>29.10456</td> </tr> </tbody> </table>	2021-22	2020-21	2019-20	2018-19	2017-18	15.52041	31.26085	12.08080	19.84127	29.10456	2021-22	2020-21	2019-20	2018-19	2017-18	15.52040	31.26085	12.08080	19.84127	29.10456
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