

The Annual Quality Assurance Report (AQAR) of IQAC for Academic Year 2015 (1st June) -2016 (31st May) of St. Joseph's Evening College, Autonomous



This report is the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR presents the results/outcomes of the perspective plan worked out by the IQAC.

PART – A

1. Details of the Institution

1.1.	Name of the Institution	:	St. Joseph's Evening College (Autonomous)
1.2.	Address Line 1	:	35, Museum Road
	Address Line 2	:	Bengaluru
	City/Town	:	Bengaluru
	State	:	Karnataka
	Pin Code	:	560 025
	Institution e-mail address	:	mail@sjec.edu.in / principal@sjec.edu.in
	Contact Nos.	:	080 – 22211911
	Name of the Head of the Institution	:	Fr. Maxim Dias, S.J.
	Tel. No. with STD Code	:	080 - 22211911
	Mobile	:	9663718737

Name of the IQAC Co-ordinator : Dr. Kanishka K

Mobile : 9916855880

IQAC e-mail address : mail@sjec.edu.in

1.3. NAAC Track ID : KACOGN10144
(For ex. MHC0GN 18879)

1.4. NAAC Executive Committee No. & Date: EC/52/RAR/16 Date-28-03-2010

1.5. Website address : www.sjec.edu.in

Web-link of the AQAR :

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

1.6. Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	3 star level	2	February 2002	5
2	2 nd Cycle	B Grade	2.82	March 2010	5
3	3 rd Cycle	III Cycle Reaccreditation is scheduled 7-9 July 2016			

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

06/06/1997

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

June 2015 – May 2016

1.9. Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

- i. AQAR 2009 – 2010 submitted to NAAC on 15/07/2010
- ii. AQAR 2010 – 2011 submitted to NAAC on 15/07/2011
- iii. AQAR 2011 – 2012 submitted to NAAC on 15/10/2012
- iv. AQAR 2012 – 2013 submitted to NAAC on 25/09/2014
- v. AQAR 2013 – 2014 submitted to NAAC on 25/09/2014
- vi. AQAR 2014 – 2015 submitted to NAAC on 26/08/2015

1.10. Institutional Status

University	State	<input checked="" type="checkbox"/>	Central	<input type="checkbox"/>	Deemed	<input type="checkbox"/>	Private	<input type="checkbox"/>
Affiliated College	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>				
Constituent College	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>				
Autonomous college of UGC	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>				
Regulatory Agency approved Institution (eg. AICTE, BCI, MCI, PCI, NCI)	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>				
Type of Institution	Co-education	<input checked="" type="checkbox"/>	Men	<input type="checkbox"/>	Women	<input type="checkbox"/>		
	Urban	<input checked="" type="checkbox"/>	Rural	<input type="checkbox"/>	Tribal	<input type="checkbox"/>		
Financial Status	Grant-in-aid	<input checked="" type="checkbox"/>	UGC 2(f)	<input checked="" type="checkbox"/>	UGC 12B	<input checked="" type="checkbox"/>		
	Grant-in-aid + Self Financing	<input checked="" type="checkbox"/>	Totally Self-financing	<input type="checkbox"/>				

1.11. Type of Faculty/Programme

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

Others (Specify)

<input type="checkbox"/> CA

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

Bangalore University

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

Autonomy by State/Central Govt. / University

<input checked="" type="checkbox"/>

University with Potential for Excellence

<input type="checkbox"/>

UGC-CPE

<input type="checkbox"/>

DST Star Scheme

<input type="checkbox"/>

UGC-CE

<input type="checkbox"/>

UGC-Special Assistance Programme

<input type="checkbox"/>

DST Any other (*Specify*)-FIST

<input type="checkbox"/>

UGC-Innovative PG programmes

<input type="checkbox"/>

Any other (*Specify*)

<input type="checkbox"/>

UGC-COP Programmes

<input type="checkbox"/>

2. IQAC Composition and Activities

2.1.	No. of Teachers					03
2.2.	No. of Administrative/Technical staff					01
2.3.	No. of students					40
2.4.	No. of Management representatives					01
2.5.	No. of Alumni					01
2.6.	No. of any other stakeholder and Community representatives					01
2.7.	No. of Employers/ Industrialists					01
2.8.	No. of other External Experts					01
2.9.	Total No. of members					48
2.10.	No. of IQAC meetings held					02
2.11.	No. of meetings with various stakeholders:	No.	02	Faculty	02	
	Non-Teaching Staff Students	02	Alumni	01	Others	02

2.12. Has IQAC received any funding from UGC during the year?

Yes

If yes, mention the amount

3 lakhs

2.13. Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes: Nil

2.14. Significant Activities and contributions made by IQAC

Faculty enrichment programme

- Induction Programme was conducted for newly appointed Staffs on 27th May 2015 on Institutional History, Vision, Mission, Philosophy, Culture and Values by Fr. Hedwig D'Costa S.J., senior educationalist from Jesuit Nivas.
- Staff development programme on creativity was conducted for all the staff members from 27th to 29th May, 2015.
- Staff members were encouraged to attend various faculty enrichment and empowerment programmes at city, state, national, international level seminars, conferences, workshops, seminars, paper presentations, training programmes, staff formation etc. This academic year (June 2015 - May 2016) alone faculty members have attended more than 100 enrichment and empowerment programmes
- Students members were encourage to attend city, state, national, international level seminars, conferences, workshops, seminars, paper presentations, training programmes, etc. This academic year (June 2015 - May 2016) alone students have attended more than 15 enrichment and empowerment programmes.

Information technology enabled facilities

- Public Address System, Well-furnished computer laboratories, Laptops, Mobile LCD Projectors, Audio / Video recording facilities and Computers inter-connected through intranet and internet (LAN and Wi-Fi), Website, Pupil-Pod (College ERP Solution), Public Address System and Social network and Notice Board.

Quality appraisal meeting with stakeholders

- Regular meeting with staff, students, administrative staff, student council, alumnus, IQAC core committee, departmental heads and parents were conducted to assess the academic, administrative, infrastructural progression and performance.

Performance Appraisal

- Regular staff meetings were held to take assesses the curricular, co-curricular and extra-curricular activities performance and progression.
- Staff evaluation by the students and student council were conducted periodically to assess the quality of academic and non-academic activities.
- Feedback from student council pertaining to curricular, co-curricular and extra-curricular was taken.
- Departmental heads feedback was done by the colleagues
- Self-appraisal for all teaching faculty was conducted.

Add-on courses

- Diploma in Human Rights Studies in collaboration with South Indian Cell for Human Right Education and Monitoring by Department of Political Science.
- Diploma in Hardware and Networking was conducted by the college
- Certificate course in Equity Trading and Investment was conducted in collaboration with ICICI Direct by department of Business Administration.
- Inter-Disciplinary Integrated Course in Accounts, Maths and Statistics for Humanities in collaboration with Department of Business Management.
- Certificate course in Communicative English was conducted by Department of English.
- UGC sponsored Diploma in Information Technology Enabled Services was conducted by community college.
- UGC sponsored Diploma in Retail Management was conducted by community college.
- Certificate course in MS-Excel and Tally was conducted in collaboration with Network for Information and Computer Technology (NICT).

- Certificate course in Information Technology Infrastructure Management Services conducted by College in collaboration with AHANA Systems.

New courses

- The college introduced M.A (English) for the academic year 2015-16.

Student support services

- Orientation programme for all the students was conducted in the beginning of the academic year. The focus areas were history of the Institution, Vision, Mission, Objectives, and Examination System, functioning of the Autonomous system, rules and regulations of the college.
- Bridge Course was conducted for all the first year students to have a smooth transition from Intermediate to College. It focused on the basic language skills and also briefing new subjects
- Subsidized News Papers were provided for all the students to inculcate reading habits and bring general awareness.

Parent-teachers interface

- Parent-teachers interface was organized in the beginning of the academic year to brief them on the functioning of the College and the importance of collaborating with the college in grooming the students both academically and non-academically
- Parents meeting were also conducted after every CIA to brief the parents about the performance.

Spiritual development

- Daily prayer is being conducted to inculcate and promote spiritual and secular feeling among students.
- Yoga day was celebrated with a talk by the yoga expert followed by practising by Asanas by students and teachers
- Annual retreat and regular mass for all catholic students are conducted to induce catholic faith and values.
- The College organised “Adonai” The intercollegiate gospel fest to inculcate Christian values.

Student support services

- Pupil pod – An Enterprise Information Management system was introduced this year. This is to facilitate the uploading of information pertaining to the Calendar of events, Students attendance, CIA marks, and examination time table various activities organized by the college to the cell phones of parents / guardians. This software keeps them updated on all these areas mentioned above.
- Suggestion Box – A Suggestion Box was installed this year. All grievance and suggestions of the students can be dropped into the box. The Principal regularly keeps a tab on such grievance and suggestion and takes corrective measures.
- To help the academically weaker students, remedial classes and mentoring were conducted.
- To monitor the performance of the students, the attendance and CIA marks were displayed on the notice board every month.
- The Management has given Rs. 10, 00,000/- as fee concession to around 304 economically weaker students for the academic year 2015-16.
- Besides, Rs. 6, 08,250/- was given as advance to 73 students to pay their fees for the academic year 2015-16.
- The college also generated private scholarships of Rs. 2, 88,580/- and supported around 46 economically weaker students.
- The college has Sneha Fund scheme to provide medical aid to the poor students and their families. 12 students and their families were benefitted from the scheme during this Academic Years. It paid for the surgeries of three parents of our students and also the medical bills of Rs. 29,353/- to students and families.
- Free snacks scheme was extended to all the students coming from extremely poor families. More than 118 students have benefitted from this scheme for the academic year 2015-16.
- The College has an active placement cell which is functional throughout the year to cater to the employment needs of the students. The Alumnus has immensely supported the placement cell by providing employment avenues to the students. This year placement cell placed 126 students.

Facilitation of Inspection and visits

- Coordinated the Bangalore University Autonomy Review and Evaluation Committee on 11th August 2015.
- Coordinated the Bangalore University Standing Committee on Autonomy Review on 3rd December 2015 headed by the Vice Chancellor, Dr. Prof. B. Thimme Gowda with a 11 member team of experts.
- Coordinated the UGC Expert Committee on 3rd& 4th March 2016 to review the functioning of Autonomy and to grant extension of Autonomous status to evening college for the period of 2016 – 2022.
- Coordinated the Karnataka Jesuit Educational Society Reviser's team visit on 23rd July 2015

Infrastructure enhancement

- Principal, Vice Principal, Main Staff Room, Commerce Staff Room and Conference Room was renovated.
- Department of English and BCA Staff Rooms were also renovated.
- Minor painting of Girls Rest Room and Corridors was done.
- 16 CCTV cameras were fixed in College campus.
- Public Address System was introduced in the College for better administrative communication and for daily Prayer.
- Medical Room was established with a Full time Nurse on duty.
- Laptops, Desktops and a tablet and other electronic gadgets were provided to all the departments to enhance the teaching-learning process.
- The Class rooms are equipped with LCD projectors and other amenities.
- The campus is Wi-Fi enabled and students and faculties have access to toll free internet on their mobiles on all working days within the campus.

Library resources

- More than 700 books and thousands of electronic books are added to the library for the academic year 2015-16.
- All the departments have upgraded their shelves in the library with new books, journals and magazines.
- The economically poor students are allowed to borrow books from Book Bank facility for one full semester.

Student development activities

- The investiture ceremony for the college student council was organized on 26th June, 2015 to make the student council understand the solemnness of the roles and responsibilities that they have taken up.
- In order to empower the student council, the college organized a training session on leadership and organizational skills on 27th June, 2015.
- Students attended over 15 Seminars and presented 27 Papers and won 5 Best Paper Presented awards.
- The students were also encouraged to participate in various inter-collegiate competitions such as, seminars, conference, cultural fests, and gospel fests and sports activities. Students participated in various inter-collegiate literary, Cultural, Gospel and Sports fests and won prizes. Some of the inter-collegiate fests in which students won prizes are : St. Joseph's Arts and Science Meta Fest, Bishop Cotton's Christian College, National College, Kristu Jayanthi College, Mount Carmel College, Sacred Heart's College, St. Anne's Degree College, KLE College, Goodwill's Christian College, T-John College etc..
- Tejas, an annual inter-class cultural competition was organized by the student council from 1st to 19th August, 2015. The objective of the fest is to help students to explore, exhibit and enhance their talent and abilities in literary, stage, creative and art events.
- AICUF and Students' Council made its presence felt on the campus by celebrating important days in the calendar with Display of Posters, Video Presentations, Street plays, candle light processions, etc. throughout the year.
- On 5th June 2015 - Environment Day was celebrated Father Principal planted a Plant in the College Campus. A Video on World Environment Day was shown by AICUF Association

- On 22nd June 2015 - International Yoga Day was observed. Dr. Santhosh and Dr. M.N. Prasad conducted Yoga Programme for I year Degree students
- On 28th July 2015 Former President of India Dr. A.P.J. Abdul Kamal condolence was observed at 7.00 pm in the College Quadrangle a video presentation on Dr. A.P.J. Abdul Kamal life journey was shown
- On 10th December 2015, St. Joseph's Evening College Staff and Students participated in the Protest rally condemning murder of Prof. Kalburgi at Town Hall organized by St. Joseph's College of Commerce
- On 1st December 2015 Students' Council organized AIDS awareness programme. A video was also shown.
- On 2nd December 2015 Candle light vigil for Intolerance in India and Middle East was observed
- On 11th December 2015, Human Rights Violation Day was observed. A video on Human Rights Violation Day was shown by AICUF Association.
- On 13th January 2016 – National Youth Day was observed. A video on Swami Vivekananda was shown by College Culture Secretaries
- On 3rd February 2016 – Department of Sociology conducted a Street Play on Environment Speaking Tree”
- On 8th March 2016, Women's Day was observed. A video on Women's Day was shown by AICUF Association.

Department enrichment programmes

Departments were regularly encouraged to contact various curricular, co-curricular and extracurricular activities to inculcate multiple intelligence skills among the students. Some of the activities conducted by the various departments are Guest Lectures, Bridge course for various subjects, Seminars, Quiz competitions, Literary competitions, Creative activities such as collage, sketching, poster making, Soft-skills training programme, Study Tour/ industrial visit, Academic mentoring, Remedial activities, Frequent Parent teacher's meeting, Paper presentation, Article review/analyses, awareness campaign, documentary presentations etc.

Collaboration

1. Diploma in Human Rights Studies in collaboration with South Indian Cell for Human Right Education and Monitoring by Department of Political Science.
2. Certificate course in Equity Trading and Investment was conducted in collaboration with ICICI Direct by department of Business Administration.
3. Inter-Disciplinary Integrated Course in Accounts, Maths and Statistics for Humanities in collaboration with Department of Business Management.
4. Certificate course in Communicative English was conducted by Department of English.
5. UGC sponsored Diploma in Information Technology Enabled Services was conducted by community college.
6. UGC sponsored Diploma in Retail Management was conducted by community college.
7. Certificate course in MS-Excel and Tally in collaboration with Network for Information and Computer Technology (NICT).
8. Certificate course in Information Technology Infrastructure Management Services conducted by College in collaboration with AHANA Systems.
9. Digital Library collaboration with ST. Joseph's College of Business Administration and British Council
10. Social Analysis for all the students of College is organised in collaboration with Youth Empowered in Action for Humanities
11. Ignitors "An Integral Formation Programme" for all the students of College is organised in collaboration with Karnataka Jesuit Province
12. YEAH (Youth Empowered in Action for Humanity) in association with St. Joseph's Evening College organized one day "Reinventing Youngistaan" events on 23rd August 2015 and "Peace is Possible" on 19th & 20th September 2015.
13. Collaboration with following sister institutions for use of infrastructure, learning resources and staff formation programmes were done to enable stakeholders to use the give exposure.
 - St. Joseph's College of Business Administration
 - St. Joseph's College of Commerce
 - St. Joseph's College

- St. Joseph's Boys High School
- Ashirwad- Centre for Continuing education, Laity Formation and Inter-Religious Dialogue & Youth Apostolate.

Strengthening Examination and Evaluation system

- Introduction of Choice Based Credit System
- Strengthening the examination committee
- Widening the scope of both external and internal paper setters
- Strengthening of bar coding system
- Announcement of results online
- Declaration of results as per the schedule
- System of revaluation and Photocopy of answer scripts
- Double valuation of PG scripts and Review system for UG scripts

Research initiatives

- Faculty members are encouraged to pursue M.Phil. , Ph.D. or other research programs
- Research committee is empowered to facilitate research activities for staff and students
- Faculty members are encouraged to attend City, State, National and International Seminars, Workshops, Conferences etc., to enhance research skills.
- Time-off, reduced teaching load, special leave etc. are granted to teachers who attend City, State, National and International Seminars, Workshops, Conferences , Viva voce etc.
- Faculty members who have registered for research are given flexibility in the timetable to carry out research work
- Faculty members are supported with infrastructure, human resources, financial assistance to purchase books, information technology enabled services (LCD, INFLIBNET, LAN, Wi-Fi, Laptops, Personal Computers, Audio-Visual aids) to carry out research activities
- Financial assistance is given to organize City, State, National and International Seminars, Workshops, Conferences etc.

- Administrative and financial assistance is given to organize interface meetings /lectures /symposium /conference with eminent intellectuals, scientists of national and international repute
- All the final year students are expected to compulsorily undergo research methodology course and prepare research paper

2.15. Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year is presented below:

Event	Objectives & Outcome
Induction	To Orient about the Institution
IQAC Annual Strategic Meet	To brief about the Annual Action Plan
Faculty Development Programme	To reinforce the Institutional Culture and strengthen various teaching skills sets.
Orientation for all the Student	To orient about the Institution, academic, autonomy, Examination, Co-curricular and Extra-curricular system
Orientation for Parents	To orient about the Institution, academic, autonomy, Examination, Co-curricular and Extra-curricular system and the role of parents in collaborating with the Institution
Bridge Course for First years	To orient the students on the new subjects for the smooth transition into new system
General Staff Meeting	To communicate about all activities of the College
Student Council Election & Formation	To empower students to take leadership in organizing various activities.
Ignitors (Integral Formation Programme)	To build life skills and equip students with various personality traits.
Clubs & Association Activities Kannada Sangha Inter-class festival	To enhance language, creative, literary and leadership skills
UGC sponsored National Conference –Department of English	To create a forum to articulate and discuss developments and trends in English Language
Blood Donation	To imbibe social responsibility among students
Adonai- Inter Collegiate Gospel Fest	To provide opportunity for students to exhibit spiritual traits

Rural Exposure	To provide opportunity for students to understand rural To enable students understand various challenges faced by residents.
AICUF	To create awareness of various socio-economic, political and other issues To prepare students to take leadership to address social issues
Women's Cell	To educate and empower students on various women's rights and challenges faced by women
Placement Cell	To periodically facilitate employment opportunities
Social Analysis Course	To bring awareness among various social issues To enable them to overcome the various social challenges
Tejas (Intra-Collegiate Fest)	To enhance conceptual , creative , literary, leadership, organising and technical skills
General Staff Meeting	To communicate about all activities of the College To deliberate and appraise about academic and non-academic activities.
Governing Body Meeting	To discuss, deliberate and decide on various academic and administrative policies and programmes
Even semester	
Event	Objectives
General Staff Meeting	To communicate about all activities of the College To deliberate and appraise on curricular, co-curricular and extra-curricular activities
Clubs & Association Activities	To enhance language, creative, literary and leadership skills
Annual Sports Meet	To provide opportunity for students to exhibit their athletic skills and foster sportsmanship among students
Christmas	To spread the message of peace and universal brotherhood
Academic Council Meeting	To discuss, deliberate and decide on various academic policies and programmes.
National Conference – Department of Business Administration	To provide a platform to discuss the strengths, weakness, opportunities and threats involved in recent trends and innovation in the Indian business scenario.
College Day (Annual Day)	To reflect the academic progress and achievements of the institution.
Graduation Day	To acknowledge and confer student progression

Governing Body Meeting	To discuss, deliberate and decide on various academic and administrative policies and programmes
IQAC Annual Strategic Appraisal Meet	To assess and appraise the performance and progress of academic year.

2.16. Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

Yes, AQAR was placed in the Academic Council and Governing Body

PART – B

CRITERION – I

1. CURRICULAR ASPECTS

1.1. Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	01	01	02	-
UG	06	-	04	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	04	-	-	-
Certificate	04	-	04	-
Others	-	-	-	-
Total	15	01	10	-

Interdisciplinary	-	-	-	-
Innovative	French as a Part of CBCS	-	-	-

* Aided Course - BA (HEP) and B.Com. Section A

Self-Finance Course – UG - BA (JPS), B.Com. Section B, BBM, BCA and PG - M.Com. & MA English)

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

- UG - CBCS Core and Electives
- PG – CBCS, Core, Soft Core and Open Electives

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	06
Trimester	-
Annual	-

1.3 Feedback from stakeholders*
(On all aspects)

Alumni Parents Employers Students

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

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

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

Higher education in India has undergone a tremendous evolution over the years. The autonomous status held by the Institution has bestowed it with the academic freedom that helps create an academic environment that is flexible and innovative. Every department reviews the syllabi periodically and updates the same after deliberations in the Board of Studies meetings.

This year, the Institution has successfully implemented the Choice Based Credit System (CBCS) from the academic year 2015-16. The CBCS is offering students a greater choice of courses tailored to their interests and career goals. Keeping this in mind, St. Joseph's Evening College, after many deliberations at staff meetings decided to introduce Choice Based Credit System from the academic year 2015-16 for all the courses across curriculum. The salient features of this system are as follows:

- Each course shall carry a specific number of credits which are a weightage of a course.
- All courses have subjects that include Foundation, Core and Skill development courses.
- The system allows horizontal mobility.

Subjects of Study: Part- 1: Languages;

Students have to study two languages. English is compulsory. Another language can be chosen from Kannada, Hindi and Tamil. If the language that was studied at PUC level is not offered by the college, such students can opt for additional English as a language.

Part-2: Optional/core subjects;

Students can opt for the subjects as prescribed by the university and offered by the college. The Board of Studies of concerned Department decides on the subjects to be offered by the respective department.

Part-3: A- Foundation and Skill Development Courses (common to all courses):

- Compulsory courses in the first and second semesters.
- Constitution of India and Human Rights.
- Environment and public health.
- Computer application and information technology.

In addition to the above students learn a foreign language in on of the semesters. Tentatively the college offers French. It may consider offering other languages depending on the demand.

- Skill development courses offered in the third, fourth, fifth and sixth semesters, one in each semester as prescribed by the concerned faculty
- Extension, Co-Curricular and Extra-curricular activities:
- A student shall opt for any of the activities as prescribed by the college from time to time, one each in the third and fourth semesters. Evaluation is done internally.

Credits are decided by the COE in consultation with the Heads of the Departments. The system presently in vogue will be continued for the fourth coming batch and necessary changes will be made and presented before the next academic council meeting.

Introduction of CBCS

- Change of CIA component: Now CIA carries 30marks (Earlier it was 50 marks)
- Change of ESE component: ESE carries 70marks (Earlier it was 100 marks)

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

Post-Graduation Department of English

CRITERION – II

2. TEACHING, LEARNING AND EVALUATION

2.1. Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
07	01	06	0	0

2.2. No. of permanent faculty with Ph.D.

05

2.3. No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
1	-	15	09	-	-	-	-	16	09

2.4. No. of Guest and Visiting faculty and Temporary faculty

Guest	Visiting faculty	Temporary faculty
20	04	37

2.5. Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	11	22	40
Presented papers	15	07	-
Resource Persons	05	01	02

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

Teaching Methodologies:

- **Quizzes:** The College emphasizes the continuous development of its students. Regular Quizzes help in achieving this objective. Quizzes also ensure regular attendance, more attention and more participation in the class.
- **Term Papers:** Asking the students to write term papers is one way to acquaint them with research and research methods. A term paper deals with a problem and its possible solutions. Term paper involves research, reading books, gathering and sorting out data and supporting evidence. A term paper then is an exercise in thinking and judging.
- **Oral Reports/Recitations:** These help students to become more communicative and confident. The students have to read books, articles assigned to them and then give a clear and concise summary of the contents and finally entertain questions from the class. It helps them to gain mastery over the subject.
- **Case Study:** When case analysis is involved and students are required to thoroughly study a case and bring out worthwhile points in a class discussion. It motivates students to do self-study.
- **Book reports:** Teachers are advised to give reading assignments to their students to widen their knowledge. Knowledge about recent trends could be gathered from books, journals, newspapers and magazines.
- **Field Trips:** To give the students first-hand information about current practices and methods to acquaint themselves with modern business and other organizations, teachers depending on the nature of the course they handle, are encouraged to arrange field trips which will benefit students and make their understanding of their course more thorough and complete.
- **Other Innovations:** A teacher can use his/her own discretion in stipulating other requirements. He/she can have dictations, guest speeches, and role playing to mention a few other teaching technologies. Student participation in Class room lectures through presentations and seminars / projects, Assignments, Continuous Internal Assessments, Quizzes conducted by concerned subject teachers, Guest lectures, Industrial visits, Exposure to practical aspects of the subjects through outreach programmes.

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

202 days

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

The College as introduced many reforms in the examination section keeping in mind changes in the government policy and experience of previous examination system under autonomy.

- The scripts of Post-Graduate students will be double valued by the concerned teachers and other by the paper setter. Average of the two valuations will be considered for final marks
- The healthy ratio is maintained between external and internal paper setters where majority of papers are from outside the college.
- The answer scripts are bar coded and it is under the safe custody of COE.
- The examination committee meets regularly to discuss issues of results, conducting of examination, gracing policies, malpractice, CIA etc.
- A Separate malpractice Committee is formed to advice the Principal regarding the malpractice for all exams.
- Students have the facility to challenge the results in the form of Re-totaling, Re-evaluation and if desired they also eligible to get the photocopy of answer scripts.
- The College rigidly follows the system of declaring results within 3 Weeks from the last day of the examination. From 2015-16 onwards the results will be published online
- Only those teachers who have put in two years of teaching experience are eligible to value the scripts.
- Every semester the new teachers are given orientation and training on evaluation process.
- All answer scripts are recounted, verified for the entry and transfer of marks to the main sheets by the new teachers who are ineligible to value. This prevents the human error in the valuation system

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

All the members of the department are involved in the curriculum restructuring / revision / syllabus development as member of Board of Study. Around 45 staff members are involved in the in curriculum restructuring / revision /syllabus development process

2.10. Average percentage of attendance of students**80% to 90%****2.11. Course/Programme wise distribution of pass percentage:****RESULTS - APRIL 2015**

Course	No. Appeared	No. Passed	I Class	II Class	III Class	Fail	Percentage
II Sem B.Com	141	104	44	54	6	37	73.76
II Sem BA	42	31	13	12	6	11	73.81
II Sem BBM	42	36	17	10	9	6	85.71
II Sem BCA	27	22	20	2	0	5	81.48
II Sem M.Com	29	29	25	4	0	0	100
IV Sem B.Com	164	123	57	55	11	41	75
IV Sem BA	46	33	10	19	4	13	71.74
IV Sem BBM	27	22	18	1	3	5	81.48
IV Sem BCA	17	15	12	3	0	2	88.24
VI Sem B.Com	145	136	71	63	2	9	93.79
VI Sem BA	64	55	38	15	2	9	85.94
VI Sem BBM	37	25	17	7	1	12	67.57

RESULTS - OCTOBER 2015

Subject	No. Appeared	No. Passed	Distinction	I Class	II Class	Pass Class	Fail	Pass Percentage
I SEM B.COM	192	88	1	35	47	5	104	46
I SEM BBM	57	28	2	9	11	6	29	49
I SEM BA	78	37	0	14	17	6	41	47
I SEM BCA	55	25	4	18	3	0	30	45
III SEM B.COM	138	104	1	39	57	7	34	75
III SEM B.B.M.	39	34	2	19	9	4	5	87
III SEM B.A.	44	37	1	14	17	5	7	84
III SEM BCA	26	22	1	16	5	0	4	85
V SEM B.COM	149	133	18	76	36	3	16	89
V SEM BBM	24	22	4	12	4	2	2	92
V SEM BA	41	33	2	21	10	0	8	80
V SEM BCA	17	16	4	10	2	0	1	94
I SEM M.COM	26	26	2	20	4	0	0	100
I SEM M.A.	12	10	0	5	5	0	2	83
III SEM M.COM	27	27	5	21	1	0	0	100

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

The College Internal Quality Assurance Cell has been instrumental in raising the bar of service and excellence by adopting and implementing qualitative measures for institutional functioning towards internalization of quality culture and best practices. IQAC ensures that timely, efficient and progressive performance of academic, administrative and financial tasks are accomplished.

Various qualitative steps were undertaken this academic year to enhance quality in teaching, learning, evaluation, curriculum development, student support services, infrastructural facilities, research, extension, student progression, innovations, leadership, governance and management to make higher education relevant and joyful to the teachers and learners.

Every department is given autonomy to design, develop, implement, evaluate and review the lesson plan periodically to ensure better learning outcome. However, details will vary depending on the preference

of the teacher, subject being covered, and the need of the students. The following guidelines are generally followed while planning the lesson: Class taught, Subject, Topic, Duration of Lecture, Teaching-Learning resources, Methodology and Aids used, objectives, Assessment, Learning outcome are prepared and same is communicated to students.

To improve and keep pace with the emerging trends in teaching-learning process, several innovative practices such as role-plays, quiz, brain storming, group discussion, panel discussion, extempore, debates, case study analysis and probing questioning are introduced. Institution periodically upgrades technology in order to enhance teaching-learning effectiveness. All class rooms are equipped with LCD projectors to promote use of technology in teaching-learning process. Faculty members are encouraged to take the students to the computer lab and they can teach by referring the materials available in the internet. Faculty members are provided various IT facilities like laptops, mobile projectors, speakers and Wi-Fi to facilitate computer aided teaching- learning. There is a provision to access e-journals, e-books and resources from internet in the College general library. Some of the important initiatives taken by IQAC to evaluate teaching and learning processes are:

- Facilitating teaching-learning action plan and lesson plan for all staff
- Periodic assessment of teaching-learning through student feedback
- Student council evaluation of teaching quality, class room management, and teacher support services.

2.13. Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	NIL
UGC – Faculty Improvement Programme	NIL
HRD programmes	NIL
Orientation programmes	45
Faculty exchange programme	NIL
Staff training conducted by the university	NIL
Staff training conducted by other institutions	09
Summer / Winter schools, Workshops, etc.	8
Others	-

2.14. Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	21	10	NIL	10
Technical Staff	NIL	NIL	NIL	NIL

CRITERION – III

3. RESEARCH, CONSULTANCY AND EXTENSION

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

The Institution considers research to be an integral part of education and is committed to provide facilities to create an environment that promotes the smooth progress and implementation of research work and projects by faculty members. To promote and facilitate research culture, the IQAC has put the following policies in place.

- Faculty members are encouraged to pursue M.Phil. , Ph.D. or other research programs.
- Research committee is empowered to facilitate research activities for staff and students.
- Faculty members are encouraged to attend state, national and international seminars, workshops, conferences etc., to enhance research skills.
- Faculty members who have registered for research are given flexibility in the time table to carry our research work.
- Faculty members are supported with infrastructure, human resources, financial assistance to purchase books, information technology enabled services (LCD, INFLIBNET, LAN, Wi-Fi, Laptops, Personal Computers, Audio-Video Aids) to carry out research activities.
- Time-off, reduced teaching load, special leave etc. are granted to teachers who attend state, national and international seminars, workshops, conferences, viva voce etc.
- Financial assistance is given to organize state, national and international seminars, workshops, conferences etc.
- Administrative and financial assistance is given to organize interface meetings / lectures / symposium / conference with eminent intellectuals, scientists of national and international repute.
- All the final year students are expected to compulsorily undergo research methodology course and prepare research paper.
- To foster collaboration with research organizations.

3.2. Details regarding major projects

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

3.3. Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01	-	01	Yes
Outlay in Rs. Lakhs	-	1.5 lakhs	-	-

3.4. Details on research publications

	International	National	Others
Peer Review Journals	-	05	-
Non-Peer Review Journals	-	05	-
e-Journals	-	-	-
Conference proceedings	-	2	-

3.5. Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6. Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-
Minor Projects	02	UGC	1.5lakhs	92500/-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects (other than compulsory by the University)	-	-	-	-
Any other(Specify)	-	-	-	-
Total	02	UGC	1.5lakhs	92500/-

3.7. No. of books published

i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8. No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST

DPE DBT Scheme/funds

3.9. For colleges

Autonomy CPE DBT Star Scheme

INSPIRE CE Any Other (specify)

3.10. Revenue generated through consultancy

3.11. No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	-	2	-	-	1
Sponsoring agencies	-	1. UGC 2. College Management	-	-	College Management

1. UGC sponsored National Seminar titled “Modern trends in English language teaching; placing the learners in the spot light” was organised by department of English on 17th August 2015
2. Department of Business Management organized a National Seminar on Emerging Trends in Global Indian Business Scenario on 27th February 2016

3. The Department of BCA conducted one-day seminar on “Big Data and Analytics” for all BCA students

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

05

3.13. No. of collaborations

International

-

National

1

Any other

7

3.14. No. of linkages created during this year

-

3.15. Total budget for research for current year in lakhs:

From Funding agency

Nil

From Management of University/College

1 lakh

Total

Nil

3.16. No. of patents received this year

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

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

Total	International	National	State	University	District	College
-	-	-	-	-	-	-

3.18. No. of faculty from the Institution who are Ph. D. Guides and students registered under them

03
05

3.19. No. of Ph.D. awarded by faculty from the Institution

-

3.20. No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF

-

 SRF

-

 Project Fellows

-

 Any other

-

3.21. No. of students Participated in NSS events:

University level	<table border="1"><tr><td>-</td></tr></table>	-	State level	<table border="1"><tr><td>-</td></tr></table>	-
-					
-					
National level	<table border="1"><tr><td>-</td></tr></table>	-	International level	<table border="1"><tr><td>-</td></tr></table>	-
-					
-					

3.22. No. of students participated in NCC events:

University level	<table border="1"><tr><td>-</td></tr></table>	-	State level	<table border="1"><tr><td>-</td></tr></table>	-
-					
-					
National level	<table border="1"><tr><td>-</td></tr></table>	-	International level	<table border="1"><tr><td>-</td></tr></table>	-
-					
-					

3.23. No. of Awards won in NSS:

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

3.24. No. of Awards won in NCC:

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

3.25. No. of Extension activities organized

	University forum	<input type="text" value="-"/>	College forum	<input type="text" value="2"/>	
NCC	<input type="text" value="-"/>	NSS	<input type="text" value="-"/>	Any other	<input type="text" value="-"/>

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

- Promoting Eco-awareness: The AICUF unit of the College observes important days in the calendar with the display of posters, video presentations, signature campaign and street plays on environment. They participate in public rallies on Environment with Greenpeace Foundation.
- Sneha Fund: The College has introduced the concept of ‘Sneha Fund’. The objective of the project is, ‘The Poor helping the Poor’. The students and teachers are encouraged to contribute to the fund. This fund is used to meet the medical expenses of the financially poor students/families.
- Ignitors Integral Formation Programme: The College in collaboration with Jesuit Youth Ministry of Karnataka has been organizing a three-day programme called, “*Ignitors Integral Formation Programme*” for the students since 2011. The objective of the programme is to ignite the young minds and hearts.
- Social Analysis Programme (SAP): To understand the dynamics and challenges of the society, the College has been successfully conducting Social Analysis Programme for the students annually. This programme is based on the syllabi cum work book cum exercise book facilitated by external

resource persons. In fact ours is the first College to have a formal syllabus for social analysis programme and this year we have come out with a thoroughly revamped syllabus. The SAP has played a major role in making students a catalyst for social change.

- Rural Exposure Camp: To acquaint the students with the harsh realities of Indian society, the College organizes a four-day Village Exposure Camp was attended by 52 final year students. YEAH (Youth Empowered Action for Humanity) the team helped us in conducting village exposure camp at Anegere, Maluru (Hobli), Chenapatna (Taluk), and Ramanagar district from 2nd to 5th January 2016.
- Blood Donation Camp: The annual blood donation camp was organized by the College 8th February 2016, 131 units of bloods were donated to Kidwai Memorial Institute of Oncology
- The Department of Humanities has organized a study trip to the Sericulture Department at Chennapatna and folk museum at Janapada Loka for second year BA (HEP) students.
- The Department of Political Science, organized a field visit to Vidhana Soudha Legislative Assembly to observe the proceedings of the assembly.
- The Department of Business Administration has organized a field visit to Pioneer Corps Training Centre (Military Training Institute), Viveknagar, Bengaluru to give exposure to the overall organisation structure, system, strategy, staffing, functioning etc.
- The Department of Journalism organized the following study trip to enhance journalism skills:
 - School of Journalism, Mumbai
 - Brilliant Printing Press in Nagamangalam
 - All India Radio studio, Bengaluru
 - Deccan Herald office, Bengaluru
- The Department of Computer Application has organized a field visit to Cognizant Technologies Solutions, Bengaluru.
- Women's Forum organized a one-day workshop titled National Slavery and Human Trafficking on 22nd August 2015 for Girl students. Ms. Santa Silvia from Women Welfare NGO facilitated the workshop.
- Seminar on Preciousness of Human Life and Sexuality was organised by Respect for Life India on 6th September 2015 by Sr Annunciata from for girl students.
- Yoga day was celebrated with a talk by the yoga expert followed by practising by Asanas by students and teachers

CRITERION – IV

INFRASTRUCTURE AND LEARNING RESOURCES

3.27. Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	375472 Sq.ft	-	-	375472 Sq. Ft
Class rooms	22	6	College Management	28
Laboratories (Computer Lab – 3)	23' x 16'' = 368 sq.ft 23' x 16'' = 368 sq.ft 23' x 16'' = 368 sq.ft	-		-
Seminar Halls (Auditorium)	66' x 46' = 3036 sq. ft 400 seating capacity	-	-	3036 Sq. Ft
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	-	-	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-	-	-
Others	-	-		-
Loyola Block				
Office		In Sq. Ft.		
Vice Principal Office		10.6x15sq.ft		
Accounts Office		10x17 sq.ft		
Commerce Lab		10x18sq.ft		
Office Room		36x11 sq.ft		
Principal Office		17x4.9 sq.ft		
		17.5x15 sq.ft		
Staff Room		36x24 sq.ft		
Commerce Staff Room		36x23 sq.ft		
Conference Room		17x26.5 sq.ft		
Controller's Office		25x18 sq.ft		
Ladies Staff Toilet		6x10 sq.ft		
Ground Floor (Class Rooms)				
Room No. 104		38x24.6 sq.ft		
Room No. 105		38x24.6 sq.ft		
First Floor (Class Rooms)		Second Floor(Class Rooms)		
Room No.	In Sq. ft.	Room No.	In Sq. ft.	
201	38.6x24.6 sq.ft	301	38.6x24.6 sq.ft	
202	37x26 sq.ft	302	37x26 sq.ft	
203	26x39 sq.ft	303	26x39 sq.ft	

204	26x39 sq.ft	304	26x39 sq.ft
205	26x34 sq.ft	305	26x34 sq.ft
206	38x24.6 sq.ft	306	38x24.6 sq.ft
207	25.6x34.6 sq.ft	307	25.6x34.6 sq.ft
Fourth Floor(Class Rooms)		Sports Complex(Class Rooms)	
Room No.	In Sq. ft.	Room No.	In Sq. ft.
503	26x39 sq.ft	509	30x28 sq.ft
504	26x39 sq.ft	510	30x28 sq.ft
505	36x34 sq.ft	511	30x28 sq.ft
506	38.6x26 sq.ft	512	30x28 sq.ft
507	36x26 sq.ft	513	30x28 sq.ft
508	36x26 sq.ft	514	30x28 sq.ft
Fourth Floor Toilet		13x12 sq.ft	
Sports Complex Toilet		10x15 sq.ft	
		14x7.6 sq.ft	
Second Floor Toilet			
Staff Gents		12x12 sq.ft	
Students		12x6.6 sq.ft	
		4x5.6 sq.ft	
Ladies Room		34x12.6 sq.ft	
		21.6x12 sq.ft	
First Floor Toilet		12x4 sq.ft	
		13x12 sq.ft	
		13x9 sq.ft	
		13x9 sq.ft	
First Floor Toilet		9.6x12.6 sq.ft	
Ground Floor Toilet (Xavier Block)			
Ladies Staff Toilet		8.6x11.6 sq.ft	
		8.6x8 sq.ft	
Gents Toilet		20x17 sq.ft	
Gents Staff Toilet		10x12 sq.ft	
Students Toilet		22x12 sq.ft	
		13x11.3 sq.ft	
		20x17 sq.ft	

3.28. Computerization of administration and library

All administrative and library data is computerized and it is maintained and managed by the system administrator.

3.29. Library services:

Specifications	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	21934	2697534	716	307087	22650	3004621
Reference Books	237	404841	-	-	237	404841
E-Books	Inflibnet	-	-	-	Inflibnet	-
Journals	35	18500	-	-	35	18500
E-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	18	2621	-	-	18	2621
Others (specify)	-	-	British Library	-	British Library	-

3.30. Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centre	Computer Centres	Office	Depts .	Others
Existing	144	03	60+16	01	YES	16	05	-
Added	-	-	-	-	-	-	-	-
Total	144	03	60+16	01	YES	16	05	-

*Free wifi connection to staff and students

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

The College periodically conducts training and development programmes/workshops/guest lectures in order to enhance the Information Technology Skills to both staff and students (Computer, Internet access, Networking, e-Governance etc.) There is special hardware and networking diploma course conducted by the BCA department to widen the employability.

3.32. Amount spent on maintenance in lakhs :

Area	Amount
i) ICT	500000/-
ii) Campus Infrastructure and facilities	4433215/-
iii) Equipment's	203614/-
iv) Others	5462759/-
Total	10599588/-

CRITERION – IV

4. STUDENT SUPPORT AND PROGRESSION

4.1. Contribution of IQAC in enhancing awareness about Student Support Services

IQAC has taken various initiatives in order to enhance awareness about the various student support services provided by the institution. Some of the important ways through which IQAC spreads awareness are: Admission counselling, student orientation programme, parent's orientation, orientation by the class teachers/mentors, student council orientation, college website, student handbook, college bulletin boards, announcement by the principal through public announcement system.

4.2. Efforts made by the institution for tracking the progression

Institution has taken various initiatives to track curricular, co-curricular and extra-curricular progression of students:

Tracking the progression Curricular	Co-Curricular and Extra-Curricular
CIA - I Unit Test	Department Level Activities
II Unit Test	Class Room Activities
Internal Assessment Activities	Clubs/Association Programmes
Attendance monitoring system	Intra and Inter-Class Cultural competitions
Result Analyses	Intra and Inter-Class Sports activities
Parents-Teachers Meet	Placement Cell
Remedial Classes	Post Programme Reviews/Appraisal
Mentoring	
Alumni Meet	

4.3. (a) Total Number of students

UG	PG	Ph. D.	Others
910	67	-	-

(b) No. of students outside the state

67

(c) No. of international students

-

Men		Women		Third Gender
No.	%	No.	%	
572	59	404	41	01

Last Year (2014-15)						This Year (2015-2016)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
137	224	21	551	NIL	933	151	226	25	575	-	977

Demand ratio: 939

Dropout % - 4 %

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

No. of students beneficiaries

320

4.5. No. of students qualified in these examinations

NET

-

SET/SLET

-

GATE

-

CAT

-

IAS/IPS etc

-

State PSC

-

UPSC

-

Others

-

4.6. Details of student counselling and career guidance

The College has a well-established counselling centre managed by two professional counsellors to administer the personal, psychological and emotional issues of the students. Some of the issues dealt by the counsellors are: Depression, lack of food, relationship problems, loneliness, **study** problems, financial problems, death, medical problems, family problems, goal setting, future plans, career guidance, unleashing skills, goal setting goals etc. More than 300 students have benefited from the counseling services.

4.7. Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
15	250	126	126

4.8. Details of gender sensitization programmes

- Legal Literacy program on Child Rights
- Women Cell Programmes / AICUF

4.9. Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

4.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

4.10. Scholarships and Financial Support

Description	Number of Students	Amount
Financial support from institution	304	10 Lakhs
Financial support from government (Post Matric Scholarship)	-	-
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

4.11. Student organised / initiatives

Fairs: State/ University level National level International level

Exhibition: State/ University level National level International level

4.12. No. of social initiatives undertaken by the students

4.13. Major grievances of students (if any) redressed

5. GOVERNANCE, LEADERSHIP AND MANAGEMENT

5.1. State the Vision and Mission of the institution

The Vision is **“To prepare men and women for the service of others, especially the poor, oppressed and marginalized”**.

The Mission is **“To build up a group of young men and women who would be agents of change in the society and work towards a secular world of fraternity, equality and justice”**.

The Mission is further formed into objectives which gives a definite direction to activities of college. These objectives are to strive towards **Academic Excellence, Character Formation and Social Concern**.

5.2. Does the Institution has a management Information System

Yes. The College has a well-established management Information System.

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

5.3.1 Curriculum Development:

The College has established a systematic mechanism for design and development of the curriculum. The curriculum design and developments strategically planned at three major levels namely; Department, Board of Studies, and Academic Council. At the department level, key areas like content, structure, design, methodology, terminologies are discussed and this is incorporated into the syllabus discussed at BOS meetings comprising teachers and subject matter experts and co-opted representatives from industry and alumni. After the deliberation and consensus, their opinion, observation and recommendations are incorporated in the syllabus. This outcome is placed before the Academic Council for their perusal every year. IQAC documents and follows up on this process. Feedback of students, alumni and academic experts give impetus and direction for necessary changes in the curriculum. Major up-gradation of syllabus is made every three years, minor modifications aimed at attaining greater relevance are undertaken every year. Care is taken to ensure that the terminologies used while framing the syllabus are not vague and ambiguous. The BOS ensures that the syllabus is within the comprehension power of average and below average students. Each teacher reflects on the way the syllabus was realized through the feedback received from the students before framing the new syllabus. Faculty members are encouraged to participate in curriculum enrichment seminars, workshops, refresher, orientation etc., to update themselves in their respective subjects and same is contributed while developing the curriculum.

5.3.2 Teaching and Learning:

To ensure enhanced learning experience among students, the faculty follows diverse methods of teaching. Though, practically all the courses are lecture based, staff members also make use of LCD to screen videos and present PPTs related to the subjects. They also use group discussion, presentation by the students, assignment, quiz, industrial visits, etc. in addition to lectures to enhance the learning process. Apart from these, the students are encouraged to organize and participate in various state and national level seminars and conferences. In courses like Commerce and Management, the methodology includes case study analysis, solving organization problems, using research articles etc. Internships are done by students of Journalism, BBM and M.Com students have to undergo compulsory research paper training and prepare a research report related to their specialization area. To encourage students for research, students of B.Com and Sociology have a compulsory paper on Research Methodology.

5.3.3 Examination and Evaluation

Each academic year consists of two semesters of 90 days of classes including tests and preparation for end-semester examination. Academic calendar showing dates of commencement and end of teaching, internal assessment tests and term end examination shall be duly notified before commencement of each semester.

At the end of each semester, a comprehensive examination will be conducted. The end-semester examination for 100 marks that will be converted into 50 marks would be held about at least ten days after the completion of teaching for the semester. Each theory paper of 100 marks shall be of three hours duration. The valuation of the semester examination is centrally arranged with the reviewer checking 15% of the answer scripts. All valuation work will be under the supervision of the Controller of Examinations.

For each Semester, there will be both Continuous Internal Assessment (CIA) and End Semester Examination (ESE), with equal weightage in the ratio of 50: 50. To get a pass in a course a student must secure a minimum of 35% in each of the CIA and 40% in ESE and a minimum of 40% in the aggregate of the two. A student cannot appear for the ESE unless he/she obtains the minimum of 35% in the CIA and 75% attendance in each subject.

5.3.4 Research and Development

The College management considers research to be an integral part of education and is committed to provide best possible facilities to create an environment that promotes the smooth progress and implementation of research work and projects by faculty members. To promote and facilitate research culture, the College management has put the following policies in place.

- Faculty members are encouraged to pursue M.Phil. , Ph.D. or other research programs.
- Research committee is empowered to facilitate research activities for staff and students.
- Faculty members are encouraged to attend state, national and international seminars, workshops, conferences etc., to enhance research skills.
- Faculty members who have registered for research are given flexibility in the time table to carry our research work.
- Faculty members are supported with infrastructure, human resources, financial assistance to purchase books, information technology enabled services (LCD, INFLIBNET, LAN, Wi-Fi, Laptops, Personal Computers, Audio-Video Aids) to carry out research activities.
- Time-off, reduced teaching load, special leave etc. are granted to teachers who attend state, national and international seminars, workshops, conferences, viva voce etc.
- Financial assistance is given to organize state, national and international seminars, workshops, conferences etc.
- Administrative and financial assistance is given to organize interface meetings/lectures/symposium/conference with eminent intellectuals, scientists of national and international repute.
- All the final year students are expected to compulsorily undergo research methodology course and prepare research paper.
- To foster collaboration with research organizations.

5.3.5 Library, ICT and physical infrastructure / instrumentation

The institution has a well-defined policy to enhance the infrastructure to facilitate effective Teaching-Learning ambience. It strictly adheres to the policies, norms and procedures laid down by the UGC and the affiliated University (Bangalore University). On these lines College management strives to upkeep and upgrades the existing infrastructure to achieve academic and administrative excellence. Regular maintenance of infrastructure has been undertaken for the optimal usage of resources and facilities. Over the past four decades number of initiatives have been undertaken to meet the growing needs of the college in view of the expanding new programmes and pedagogical skills. Some of the important Infrastructure facilities available in order to promote a good teaching-learning environment:

1. **Classrooms:** There are 28 spacious, ventilated and well-equipped classrooms to facilitate effective teaching-learning process. All the classrooms are equipped with LCD projectors, amplifiers, and are supported with laptop facility.
2. **Staff Rooms:** There are four independent well-furnished staff rooms for the departments of Humanities, Languages, Commerce, Computer Applications and Business Management respectively to augment and facilitate effective staff-student rapport.
3. **Seminar Hall/Audio Visual Room:** The College has two auditoriums, one at the old block and the other at the new block. The old auditorium measures 3036 square feet with a seating capacity of 400 and permanent fixtures like stage, green room, screen, modern lighting and sound system. The new auditorium has a seating capacity of around 300 with all facilities attached. These two auditoriums are used to conduct various curricular, co-curricular and extra-curricular events such as College Day, Graduation Day, Convocation Day, seminars, workshops, symposia, student activity and guest lectures etc. In between the two blocks of the College there is an open air quadrangle which is used for conducting college activities and programmes.
4. **Conference Room:** The College has a well-equipped conference room which facilitates various meetings and activities. Some of the important activities scheduled in the conference room were: Staff meetings, Students' Council meetings, IQAC meetings, Boards of Studies meetings, Academic Council meetings, Alumni meetings, Viva Voce , Governing Body meetings etc.
5. **Tutorial space:** Tutorials are conducted in the seminar hall, conference room, classrooms and laboratories.
6. **Library:** To induce reading, referencing, researching and learning culture, the College has established a well-equipped and spacious library with a seating capacity of 250. The Library has more than 23,000 books for referencing and borrowing. It is also supported with internet, photocopying, scanning, and printout facilities for both staff and students.
7. **Laboratories:** To enhance language, computer and soft skills - Computer, Language and BCA Labs have been established. The specification and facilities of these labs are as follows:

General Computer Lab

- Seating Capacity: 52
- No. of Terminals / Printers : 1 Printer
- Make : Pentium IV and Core i3
- Year of purchases: 2007 to 2014
- Software, Hardware/statistical / packages available: Operating System – Windows XP / Windows 7 Office 03, Office 07, Tally 9.1, Acrobat Reader, Mozilla Firefox

Language Lab

- Seating Capacity: 36
- No. of Terminals / Printers: 1 Printer
- Make: Core 2
- Year of purchases: 2012
- Software, Hardware /statistical / packages available: Operating System -
- Windows XP, Office 03, Office 07, Tally 9.1, Acrobat Reader,
- Mozilla Firefox,
- Language Lab : 35 + 1 Servers
- Computer Make: Core 2
- Year of Purchases: 2012

BCA Lab

- Seating Capacity: 27
- No. of Terminals / Printers: 1 Printer
- Make: Core i3
- Year of purchases: 2014
- Software, Hardware /statistical / packages available: Operating System –
- Windows 7, Office 07, Acrobat Reader, Mozilla Firefox, Visual Studio, VB, C, C++, Java, Ubuntu.

Commerce Lab

- Seating Capacity:1
- No. of Terminals / Printers: 1 Printer
- Make: Core i3
- Year of purchases: 2014
- Software, Hardware /statistical / packages available: Operating System - Windows XP, Office 07

Some of the important infrastructural enhancements done during the year were:

- Construction of fourth floor which houses six well-furnished class rooms and auditorium with restroom facility.
- Staff Rooms were refurbished with new furniture and equipment.

- Laptops, Personal Computers and other hardware gadgets with necessary software were purchased to facilitate effective teaching-learning process
- CCTV was installed in all strategic locations of campus for effective surveillance and security.
- Installation of Public Address System for better administrative communication and for daily Prayer
- Up gradation of ITES services by incorporating Pupil Pod services in collaboration with Thought net
- Up gradation of website services by collaborating with Integro solutions

5.3.6 Human Resource Management

The College ensures that every newly recruited staff member is orientated, trained, developed for better acquaintance to the institution. The College ensures that quality staff members are recruited, retained and remunerated. Besides, additional incentives in the form of salary hike is given for teachers who have completed NET/SET or M.Phil. /Ph.D. studies. Committed faculty members who have contributed by way of excellent teaching and administrative work of the College are re-appointed even after their superannuation and given various teaching and administrative responsibilities.

5.3.7 Faculty and Staff recruitment

Faculty and staff recruitment was done accordance with the recruitment policies laid down by UGC, University and by the College Management (Bangalore Jesuit Education Society).

5.3.8 Industry Interaction / Collaboration

The College has sustained its interaction and collaboration with various institutions/ industries/organisations to give the exposure to our students. The college has facilitated the following activities/programmes:

- Inviting Professionals from industry to interact with the students, share their experiences and motivate students
- Inviting industry experts to train our students in current trends
- Promoting internships and industry interface and collaborated with institutions like NISE/NISM/ICICI/YEA/SICREM etc.

5.3.9 Admission of Students

The College ensures publicity through print media, electronic media, social gathering, college functions, word of mouth, website etc., are done to ensure students seeking admission are well informed. All the information pertaining to admission is incorporated in website, prospectus and notice board in order to ensure transparency and efficacy in admission process. The College forms admission committee every year which frames the admission policies and procedures. The committee decides on various aspects of admission like advertising, preparation of prospectus, application format, issue of application, submission procedure, scrutiny of application, criteria for selection, preparation of interview dates, conduct of interview, admission counselling, fee concession, etc. As the vision of the institution is “To prepare men and women for the service of others, specially the poor, oppressed and marginalized”, always special preference is given to the students belonging to poor, oppressed and marginalized. Generally, admission is not denied to any applicants belonging to SC, ST, OBC and Minorities. Need rather than merit is the major criterion for selection.

The College follows the following admission procedure:

- Applications are down loaded from the College website and same is submitted to office after filling the application.
- The duly filled in applications are categorized based on the merit, however, preference is given to socio-economically weaker and deserving students.
- The list of applicants short-listed is displayed on the notice-board along with the date and time of the interview.
- The interview committee consisting of the Principal, Vice-principal and HOD’s and senior faculty.
- Preliminary interview is conducted by the respective departments. The committee briefs the candidates and parents about the College, syllabus, campus culture etc.
- Final interview is conducted by the principal as per the stipulated date and time.

5.4. Welfare schemes for

Teaching	Financial Assistance for children education, Salary advance/Loans during emergency.
Non teaching	Medical policy, Financial Assistance for children education, Salary advance/Loans during emergency.
Students	Evening Refreshments, Sneha Fund, Scholarships, and Interest free loans.

5.5. Total corpus fund generated

NIL

5.6. Whether annual financial audit has been done

Yes

No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	JDCE Office	Yes	BJES (Mgt)
Administrative	Yes	Government	Yes	Accounts

5.8. Does the University/ Autonomous College declare results within 30 days?

For UG Programmes

Yes

No

For PG Programmes

Yes

No

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

The College as introduced many reforms in the examination section keeping in mind changes in the government policy and experience of previous examination system under autonomy.

- The examination department consists of COEs, Second Division Assistant/ System Analyst and Office in charge
- The minimum requirement of scoring 35% in the CIA is done away with
- The scripts of Post-Graduate students will be double valued by the concerned teachers and other by the paper setter. Average of the two valuations will be considered for final marks
- The healthy ratio is maintained between external and internal paper setters where majority of papers are from outside the college.

- Answer scripts are bar coded
- From 2015-16 onwards the results will be published online
- The examination committee meets regularly to discuss issues of results, conducting of examination, grading policies, CIA etc.
- A Separate malpractice Committee is formed to advise the Principal regarding the malpractice for all exams.
- Students have the facility to challenge the results in the form of Re-totalling, Re-evaluation and if desired they also eligible to get the photocopy of answer scripts.
- The College rigidly follows the system of declaring results within 3 Weeks from the last day of the examination.
- Only those teachers who have put in two years of teaching experience are eligible to value the scripts.
- Every semester the new teachers are given orientation on Valuation process
- All answer scripts are recounted, verified for the entry and transfer of marks to the main sheets by the new teachers who are ineligible to value. This prevents the human error in the valuation system

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

University has played a pivotal role in promoting the scope of autonomy. Some of the important contributions made by autonomy are:

- It has appointed senior professors as subject matter experts to guide various departments on issues pertaining to curriculum design and development etc.
- It has appointed qualified, experienced and senior professors and academicians to aid and advice the academic council and governing body to enhance academic and administrative quality.
- University periodically sends “Autonomy Review Committee” to appraise the academic and administrative progression of the institution. Besides, admissions and results are scrutinised and approved by the university. It also issues degree certificates to the eligible candidates.

5.11. Activities and support from the Alumni Association

Alumni Association has played a significant role towards the growth and development of the college. Periodic Alumnus meeting was conducted by the office bearers and the core committee members to discuss the action plan for the academic year. Facilitated various college activities like Annual athletic meet, annual intra and inter-collegiate fests, Activities of Clubs/Associations, Outreach Programmes, Social Analyses Programme, Ignitors Programme etc. Besides, it has facilitated placement activities for the employment seekers and also extended financial support to the students.

5.12. Activities and support from the Parent – Teacher Association

Regular PTA Meeting are held to update the performance of their wards. Parents are invited to witness the important programs and functions such as College Day, Graduation Day, Inaugural Day, Admission Orientation etc.

5.13. Development programmes for support staff

- Financial assistance is extended to all support staff in form of Education loan to their children, Medical assistance to their families, Salary advance in case of personal emergencies etc.
- Recreational trips are organised annually to enthuse synergy among the support staff.
- Periodic Interactional meetings are conducted to understand the concerns of administrative staff.

5.14. Initiatives taken by the institution to make the campus eco-friendly

- **Rain water harvesting:** The College has invested 1.5 lakh rupees to construct a rain water harvesting facility with a 1 lakh litre capacity.
- **Plantation:** The College has plantation which consists of 47 varieties of trees, 109 saplings and 439 flower pots in the campus.
- **No Plastic Campus and Waste Management:** The campus is plastic free and litter free. Hazardous waste management is being done scientifically and is collected by BBMP.
- **Eco-talks:** The College organised a talk on Eco consciousness by an eminent environmentalist
- **Promoting Eco-awareness:** The Student Council and AICUF unit of the College observes important days in the calendar with the Display of Posters, Video presentations, Signature campaign and Street Plays on Environment.

CRITERION – VI

6. INNOVATIONS AND BEST PRACTICES

6.1. Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

Some of the innovative and best practices sustained, strengthened and introduced during the academic year are as follows:

- **Choice Based Credit System (CBCS):** Higher education in India has undergone a tremendous evolution over the years. The autonomous status held by the Institution has bestowed it with the academic freedom that helps create an academic environment that is flexible and innovative. The Institution has successfully implemented the Choice Based Credit System (CBCS) from the academic year 2015-16. The CBCS is offering students a greater choice of courses tailored to their interests and career goals.
- **Mentoring:** The College has been successfully organising Mentoring system for all the classes under the supervision of the class teachers, mentors and the subject teachers. The student-teacher ratio for mentoring is 35:1.
- **Peer-Learning:** The Students are encouraged to practice Peer-learning during the non-college hours. This gives opportunity for the academically weaker students to learn from the academically gifted.
- **Counselling:** Professional Counsellors are appointed to address the personal, psychological and emotional issues of the students. This has enabled students to balance their social, work and academic life.
- **Evening Free Meal Scheme:** The College has takes special care of providing Evening Free Meal Scheme for those students who cannot afford to buy a meal. The meal is provided during the long break (6.50pm to 7.10pm). It keeps the students active and energetic, more than 120 students have benefitted from this scheme.
- **Scholarship- Fee Concession:** To encourage the financially poor students who are academically competent, the College has awarded scholarship of Rs.10 lakh for the academic year 2015-2016. This has motivated the students to excel in their academics.
- **Induction Programme:** To facilitate a smooth transition from student life to teaching profession, the college organises a three day training course to the newly recruited faculty.

- **Wellness Center:** The Student Wellness Centre with a full time professional nurse is appointed to address basic medical problems. It addresses wellness needs by providing consultation option, basic medical services, first aid and wellness education. Further periodic health checkups are also organized in campus.
- **News paper subscription:** The College has introduced compulsory news paper reading across different streams in order inculcate reading, article discussion, perspective building on various issues related to their subject. This initiative was introduced in collaboration with THE HINDU.
- **Use of Diverse Pedagogical Methods :** To improve and keep pace with the emerging trends in teaching-learning process, several innovative practices such as role-plays, quiz, brain storming, group discussion, panel discussion, extempore, debates, case study analysis, article reviews are introduced.
- **Sneha Fund:** In view of fostering cooperation, compassion and social responsibility towards the deprived, the college has introduced a novel idea of creating a corpus fund named, ‘**Sneha Fund**’. The students and teachers are encouraged to contribute to the fund. The objective of the project is, ‘**The Poor helping the Poor**’.
- **Ignitors Integral Formation Programme:** The College in collaboration with Jesuit Youth Ministry of Karnataka has been organizing a three day programme called, “*Ignitors Integral Formation Programme*” for the students since, 2011. The objective of the programme is to ignite the young minds and hearts. The programme has three dimensions which cater to the holistic development of students. They are;
 - **Life-Skill Development:** *This programme is designed to equip the students with various life-skills such as Intra and inter-personal communication, decision making, problem solving, stress management, anger management, etc.*
 - **Social Analysis:** *This programme is designed to help students understand the various social-evils of the society such as human-trafficking, poverty, gender discrimination, caste discrimination, etc.*
- **Compulsory Term Research Paper (CTP):** Compulsory Term Paper for all the final year students is introduced in the 6th Semester. The objective of term research paper is to foster basic research skills among students.
- **Rural Exposure Camp:** To give exposure for the students to the harsh realities of rural life in our country, the College organizes a four to five days of Rural Exposure Camp for the final year students annually. This has enriched the students to understand and combat the various facets of the society.

- **UGC Sponsored Community College:** Community College offers various skill development courses to enhance technical, managerial, communicational and soft skills. The syllabus is framed as per the NSDC and National Vocational Educational Qualification Framework (NVEQF) standards. Students who pursue these courses are fortunate to get lot of practical knowledge in the skill and first-hand experience of working in the field through internship. Due to the industry partnership they are absorbed quickly into the job. Diploma in ITES and Retail Management are the two ongoing courses.
- **No Free hour Policy:** The College follows the policy of 'No Free Hours'. It has initiated to ensure that all the free hours are occupied either by a parallel teacher/alternative teacher/guest lecture. The objective of this is to optimise and leverage the resources.
- **Public Address System:** Public Announcement system is used extensively to communicate important matters pertaining to academic and non-academic activities. It is also used to conduct secular prayer service. **Public Address System** (PAS) has enhanced the overall efficacy of disseminating information in the college
- **Prayer Service:** Every day common secular prayer service is conducted by different class representatives coordinated by the class teacher and counsellor. This has enabled the students to develop spiritual quotient.

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

All the Curricular, Co-curricular and Extra-Curricular activities were planned and implemented successfully. The Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year is presented, deliberated and approved during the following occasions:

- Report presented to the members of Academic council
- Report presented to the members of Governing body

Further the report is also presented on college annual day to all the stake holders.

Action Taken Report (ATR)		
Event	Objectives & Outcome	Status
Faculty induction programme	To orient about the institution	Successfully Planned and Implemented
IQAC annual strategic meet	To brief about the annual action plan	Successfully Planned and Implemented

Faculty development programme	To reinforce the institutional culture and strengthen various teaching skills sets.	Successfully Planned and Implemented
Orientation for all the Student	To orient about the Institution, academic, autonomy, Examination, Co-curricular and Extra-curricular system	Successfully Planned and Implemented
Orientation for Parents	To orient about the Institution, academic, autonomy, Examination, Co-curricular and Extra-curricular system and the role of parents in collaborating with the Institution	Successfully Planned and Implemented
Bridge Course for First years	To orient the students on the new subjects for the smooth transition into new system	Successfully Planned and Implemented
General staff meeting	To communicate about all activities of the college	Successfully Planned and Implemented
Student council election & formation	To empower students to take leadership in organizing various activities.	Successfully Planned and Implemented
Ignitors (integral formation programme)	To build life skills and equip students with various personality traits.	Successfully Planned and Implemented
Clubs & Association Activities Kannada Sangha Inter-class festival	To enhance language, creative, literary and leadership skills	Successfully Planned and Implemented
UGC sponsored National Conference – Department of English	To create a forum to articulate and discuss developments and trends in English Language	Successfully Planned and Implemented
Blood donation	To imbibe social responsibility among students	Successfully Planned and Implemented
Adonai- inter collegiate gospel fest	To provide opportunity for students to exhibit spiritual traits	Successfully Planned and Implemented
Rural exposure	To provide opportunity for students to understand rural To enable students understand various challenges faced by residents.	Successfully Planned and Implemented
AICUF	To create awareness of various socio-economic, political and other issues To prepare students to take leadership to address social issues	Successfully Planned and Implemented
Women's cell	To educate and empower students on various women's rights and challenges faced by women	Successfully Planned and Implemented
Placement cell	To periodically facilitate employment opportunities	Successfully Planned and Implemented
Social analysis course	to bring awareness among various social issues To enable them to overcome the various social challenges	Successfully Planned and Implemented

Tejas (intra-collegiate fest)	To enhance conceptual , creative , literary, leadership, organising and technical skills	Successfully Planned and Implemented
General staff meeting	To communicate about all activities of the college To deliberate and appraise about academic and non-academic activities.	Successfully Planned and Implemented
Governing body meeting	To discuss, deliberate and decide on various academic and administrative policies and programmes	Successfully Planned and Implemented
Even semester		
Event	Objectives	Status
General staff meeting	To communicate about all activities of the college To deliberate and appraise on curricular, co-curricular and extra-curricular activities	Successfully Planned and Implemented
Clubs & association activities	To enhance language, creative, literary and leadership skills	Successfully Planned and Implemented
Annual sports meet	To provide opportunity for students to exhibit their athletic skills and foster sportsmanship among students	Successfully Planned and Implemented
Christmas	To spread the message of peace and universal brotherhood	Successfully Planned and Implemented
Academic council meeting	To discuss, deliberate and decide on various academic policies and programmes.	Successfully Planned and Implemented
National Conference – Department of Business Administration	To provide a platform to discuss the strengths, weakness, opportunities and threats involved in recent trends and innovation in the Indian business scenario.	Successfully Planned and Implemented
College Day (Annual Day)	To reflect the academic progress and achievements of the institution.	Successfully Planned and Implemented
Graduation day	To acknowledge and confer student progression	Successfully Planned and Implemented
Governing body meeting	To discuss, deliberate and decide on various academic and administrative policies and programmes	Successfully Planned and Implemented
IQAC annual strategic appraisal meet	To assess and appraise the performance and progress of academic year.	Successfully Planned and Implemented

6.3. Give two Best Practices of the Institution

1. Admission Policy

Students from economically weaker sections, minorities and differently-abled are provided admission in their preferred courses with concessions in fee and cut-off percentage. In addition to government scholarships, the institution has its own scholarship schemes for the economically weak, outstanding achievers in academics, sports and co-curricular activities.

YEAR	CATHOLIC		CHRISTIAN		HINDU SC					HINDU OBC		OBC MUSLIM		GM		TOTAL			
	B	G	B	G	B	G	TG	B	G	B	G	B	G	B	G	B	G	TG	T
2010-11	102	43	25	12	31	19	-	11	4	42	18	19	12	16	16	246	124	-	370
2011-12	81	59	26	11	49	42	-	10	2	28	11	29	15	40	24	263	164	-	427
2012-13	75	74	17	12	55	40	-	5	2	26	15	26	7	19	16	223	166	-	389
2013-14	70	52	20	2	47	50	-	8	1	21	5	32	9	30	18	228	137	-	365
2014-15	62	63	24	7	50	38	-	7	1	24	15	41	11	40	22	248	157	-	405
2015-16	75	56	28	14	40	56	1	11	6	36	17	30	17	49	20	269	186	1	

2. Evening Meals Scheme

The College takes special care of those students who are financially deprived by providing free snacks during the long break. This scheme has benefitted 120 students.

6.4. Contribution to environmental awareness / protection

St. Joseph's Evening College located at the heart of the much polluted Bangalore city, has realised the need to contribute towards the betterment of the environment in which we live. Hence, the college has been continuously striving towards creating eco-consciousness among the stake-holders of the college through various activities. Some of the initiatives taken by the College to inculcate environment awareness and protection are:

- **Rain water harvesting:** The College has invested 1.5 lakh rupees to construct a rain water harvesting facility with a 1 lakh litre capacity.
- **Plantation:** The College has plantation which consists of 47 varieties of trees, 109 saplings and 439 flower pots in the campus.
- **No Plastic Campus:** The campus is plastic free and litter free.

- **Waste Management:** Hazardous waste management is being done scientifically and is collected by BBMP.
- **Eco-talks:** The College regularly organises environment related issues, challenges and implications.
- **Promoting Eco-awareness:** The AICUF unit of the College observes important days in the calendar with the Display of Posters, Video presentations, Signature campaign and Street Plays on Environment. They participate in public rallies on Environment with Green Peace Foundation

6.5. Whether environmental audit was conducted?

Yes No

6.6. Any other relevant information the institution wishes to add.

Choice Based Credit System (CBCS)

Higher education in India has undergone a tremendous evolution over the years. The autonomous status held by the Institution has bestowed it with the academic freedom that helps create an academic environment that is flexible and innovative. The Institution has successfully implemented the Choice Based Credit System (CBCS) from the academic year 2015-16. The CBCS is offering students a greater choice of courses tailored to their interests and career goals

Keeping this in mind, St. Joseph's Evening College, after many deliberations at staff meetings decided to introduce Choice Based Credit System from the academic year 2015-16 for all the courses across curriculum. The salient features of this system are as follows:

- Each course shall carry a specific number of credits which are a weightage of a course.
- All courses have subjects that include Foundation, core and skill development courses.
- The system allows horizontal mobility.
- Results are based on Cumulative Grade Point Average. (CGPA)

Subjects of Study: Part- 1: Languages;

Students have to study two languages. English is compulsory. Another language can be chosen from Kannada, Hindi and Tamil. If the language that was studied at PUC level is not offered by the college, such students can opt for additional English as a language.

Part-2: Optional/core subjects;

Students can opt for the subjects as prescribed by the university and offered by the college. The Board of Studies of concerned Department decides on the subjects to be offered by the respective department.

Part-3: A- Foundation and Skill Development Courses (*common to all courses*):

1. Compulsory courses in the first and second semesters.

- a. Constitution of India and Human Rights.
- b. Environment and public health.
- c. Computer application and information technology.

In addition to the above students learn a foreign language in on of the semesters. Tentatively the college offers French. It may consider offering other languages depending on the demand.

- a. Skill development courses offered in the third, fourth, fifth and sixth semesters, one in each semester as prescribed by the concerned faculty.

B - Extension, Co-Curricular and Extra-curricular activities:

A student shall opt for any of the activities as prescribed by the college from time to time, one each in the third and fourth semesters. Evaluation is done internally.

Credits are decided by the COE in consultation with the Heads of the Departments. The system presently in vogue will be continued for the fourth coming batch and necessary changes will be made and presented before the next academic council meeting.

7. PLANS OF INSTITUTION FOR NEXT YEAR

The College IQAC as planned the following programmes for the next academic year

- To hold National Seminar / Conference/ Workshop at Intercollegiate level
- To introduce new undergraduate and Post-graduate courses.
- To strengthen E Library facilities
- To strengthen the Community College courses by adding more employability driven programmes
- To encourage teachers to pursue research degree like M.Phil., PhD etc.
- To foster research activities among faculties and students.
- To strengthen the alumni association activities/programmes in the campus

Dr. Kanishka K

Fr. Maxim Dias, S.J.

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC