



# **SELF STUDY REPORT**

**FOR**

**3<sup>rd</sup> CYCLE OF ACCREDITATION**

**M.E.S. COLLEGE OF COMMERCE**

**M.E.S COLLEGE OF COMMERCE, VIDYA NAGAR, COLLEGE ROAD SIRSI  
(UTTARA KANNADA) - 581402**

**581402**

**[www.mesccsirsi.co.in](http://www.mesccsirsi.co.in)**

**Submitted To**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**August 2018**

# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

MES College of Commerce, the pioneer degree college at Sirsi, the picturesque town of Uttara Kannada district in Karnataka was conceived by modern Education Society, Sirsi. It came into being in 1972, affiliated to Karnatak University, Dharwad with an objective of providing commerce education in an area suffering from the acute shortage of such facilities at that time. With a meagre 58 students in the year of inception in 1972-73, the college has grown to be a vibrant institution providing quality education to more than 1055 in B.Com. and 94 students in M.Com. in 2017-18. Over the past four decades, the college has served the cause of purposive education in this hilly, tribal and backward region.

A path finder in quality education, the college continues to cater, to quality education in this region leading to B.Com. degree of Karnatak University, Dharwad. It is recognized under Section 2(f) and 12(B) of UGC Act, 1956.

The research and professional qualifications of the faculty members have enabled them to impart value added education to the students. The remarkable increase in the students' strength over the years bears ample testimony to the innovation and creativity exhibited by the staff with the active support of the Management.

The excellent performance of the students can be gauged by the higher pass percentage in B.Com. and M.Com. degree courses. Due to the qualitative teaching and career counselling, more than 200 alumni of the college have become C.As & other higher education during post accreditation.

### **Vision**

Vision of the College:

**"Shaping the students with the educational inputs to meet the challenges of change in the socio-economic environment"**

The vision of the institution basically focusses on bringing the downtrodden to the mainstream of education. It also gives the right pathway for inculcating moral values, professional ethics, social responsibilities, etc.

### **Mission**

Mission of the College:

**"Continuous upgradation of knowledge, skill and human values of our teachers and students"**

(1) To strengthen the teaching and learning process by the use of traditional and modern teaching aids.

(2) To promote innovations and innovative spirit among the learners.

- (3) To develop competitive spirit among the students.
- (4) To utilize the ICT in enhancing knowledge base of the students.
- (5) To inculcate patriotism and spirit of national integration among the students.
- (6) To provide access and equity in education and achieve excellence in imparting education.

## **1.2 Strength, Weakness, Opportunity and Challenges(SWOC)**

### **Institutional Strength**

Our esteemed management has provided sufficient facilities. Some of the strength of the institution are highlighted herebelow;

- 1. Expert and experienced teachers.
- 2. Faculties with research and professional qualifications.
- 3. Well maintained existing infrastructure.
- 4. Consistency in increase of enrolment.
- 5. Excellent academic track record of achievement of students.
- 6. Open Admission policy.
- 7. Efficient Continuous Internal Evaluation System.
- 8. Educational extension services.
- 9. Outstanding performance in extra curricular activities.
- 10. Qualified and supportive management.
- 11. Various employee welfare measures and support by the Management.
- 12. ICT Network.
- 13. Exclusive Business Laboratory.
- 14. Provision of set of Books facility to all the student
- 15. Library with OPAC system.
- 16. Talent Recognition and Appreciation.
- 17. Low faculty turnover ratio.
- 18. Prescribed code of conduct for staff and students.
- 19. Equal opportunities for students regardless of gender, caste, religion and economic strata.
- 20. Scholarship and financial assistance.
- 21. Seperate centre for Career Guidance, Training and Placement.
- 22. Access to students from Sirsi, surrounding Rural areas, Talukas and Districts.
- 23. Large number of CA and CS as alumni.
- 24. Sufficient e-learning resources.
- 25. Hostel facility with round the clock Security for girl students.
- 26. Informal Mentoring Sysytem.

### **Institutional Weakness**

- 1. Geographically located in rural area and about 75% students are from villages.
- 2. Declining Proportion of Aided Staff.

3. Limited Industry-Academic partnership.
4. Higher student-teacher ratio.
5. Lack of sufficient collaborative activities.
6. Limited collaboration with Alumni.
7. Lack of Hostel facilities for Boys.

### **Institutional Opportunity**

Following are institutional opportunities for the next five years;

1. Recruitment of vacant posts by the Government.
2. Financial assistance from Government and other funding agencies.
3. Scope for Introducing Add on Programmes of UGC, Online Certificate/Diploma Programmes of MHRD, BSE, NSE and NISM.
4. Scope for Initiating more number of Community Development Programmes..
5. Faculty Development Programmes.
6. Opportunity to cover all students for placements.
7. Empowering practical account writing course.
8. Establishment of State of the Art finishing school for employability.
9. More number of electives for PG courses.
10. Better use of vast potentials of the alumni.

### **Institutional Challenge**

1. Government's attitude towards Filling up of Vacant Posts.
2. Managing the affairs of the College with limited financial resources.
3. To meet the growing expectations of the stake holders.

## **1.3 CRITERIA WISE SUMMARY**

### **Curricular Aspects**

The institution is affiliated to Karnatak University Dharwad and adopts the university prescribed curriculum. The curriculum delivery is very much well planned and documented accordingly.

As a part of curriculum, students are guided for mini projects beyond the prescription of the syllabus.

With impact of the well planning and documentation, outcome of the students are reflected in the form of pursuing professionals courses like; Chartered Accountancy, Company Secretaries, etc., and M.Com, MBA, further as a feather to its cap, it had a good number of Laurels, University Rank holders, University Blues which could be ascertained having gone through our Academic Track Record.

Based on the feedback of the students, college has started PG course in M.Com in the year 2013-14. In addition to the regular 02 programmes, college has started 03 certificate courses they are;

(1) Diploma in Banking & Finance (2) Drama (3) Folk Dance. Further in addition to this, college has conducted coaching classes for competitive examinations.

To enrich the curriculum, college has provided various facilities like; Smartboard, LCDs, wi fi system, e-learning resources, academic journals, Business lab and also invited subject experts to deliver special lectures.

For the overall development of the students, college has introduced 4 value added courses.

### **Teaching-learning and Evaluation**

The curricula for B.Com. and M.Com. courses run by the college are designed by the affiliating University. The college ensures effective curriculum delivery through well planned academic calendar, schedule of work, time table, formal/ informal continuous evaluation and monitoring of the overall teaching- learning process. The overall pass percentage of outgoing students in the last five years is B.Com.95% and M.Com. 100%.

College has expert and experienced teachers consisting of 6 regular teachers and 21 management appointed full time/part time teachers of which 3 are with Ph.D., 3 are having M. Phil. degree and 7 have passed NET/SLET.

The student centric teaching methods such as classroom seminars, case analysis, guest lectures and interaction with the resource persons, project report writing, and experiential learning are regularly organized. Keeping abreast of the new developments in the subjects is indispensable for the teachers and the College has made good number of facilities available to the faculty. The college library is the Information Resource Centre. It has rich collection of books, free internet access at select points, INFLIBNET, Web OPAC, ICT resources to the students to update knowledge base and skills.

The college has adopted supportive strategies for the holistic development of SC/ST, OBC, and differently abled, economically weaker, outstanding achievers in sports and cultural events and also girl students. Motivation to advanced learners to pursue professional courses and higher education.

For the effective CIE, Examination Committee has adopted specific mechanism for internal evaluation.

### **Research, Innovations and Extension**

In this criterion the information on the policies practices and outcomes of the institution with reference to research innovations and extension have been provided. It deals with the facilities provided and efforts made by the institution to promote research culture.

The promotion of research is a significant responsibility of the higher educational institutions.

The Institution has 3 well-equipped computer laboratories installed with necessary software's like; Tally ERP9, Communication Skills, etc. Computer Training sessions being conducted specifically for High school students and teachers who have been randomly selected by the Block Education Office, Govt. of Karnataka, Sirsi. .

College has Multi purpose Auditorium. (a) A documentary film "Aghanashini" funded by Rohini Nilekani Foundation, Bangalore was premiered. (b) Ninasam – Institute for nurturing drama artists, being provided the auditorium regularly for the conduct of various dramas in our Auditorium.

### **Career Guidance Cell**

The Career Guidance Institute of MES in the campus which is providing the necessary coaching classes to our students, sister concerned institutions and neighbouring colleges, etc. for various competitive exams which is a unique features of the college.

College has Research Cell, which motivates faculty members to participate in seminars / conferences, etc. 33 papers with ISBN/ISSN have been published and more number of research articles have been published at various levels.

With the support of NSS / NCC and Red Cross wing college has conducted various extension 30 plus programmes.

### **Infrastructure and Learning Resources**

For the effective delivery of curriculum, adequate infrastructural facilities are the one of the strength of the college. Our college is spread over a vast area of 7 acres.

College has 15 classrooms with electrification, fans and CCTV Cameras. 05 LCDs are available. In 02 class rooms classes are conducted using smartboards. 03 well equipped computer laboratories with Wi-Fi connectivity.

For the construction, renovation of building, proper procedures being followed through Building Committee, Campus Development committee, City Municipal Council and specifications mentioned in UGC guidelines.

During the post accreditation, college has constructed a separate building for M.Com. The renovation of Canteen is made. 02 open well dug.

### **Facilities available for extracurricular and co-curricular activities**

- Provisions are made for NSS, NCC (Boys and Girls) and Youth Red Cross activities.
- Multi-purpose Auditorium is used for conducting cultural programmes such as One-Act Play, Skit, Mime, Mimicry, etc. throughout the year for the participation of the different events at the College/University, State and National levels. Throughout the Year College Cultural Committee prepares the students for various competitions and it is used for conductance of indoor games like Table Tennis, Chess, Shuttle Badminton etc. Auditorium is also used for conducting various academic activities.

College has 95 computers including laptops in the campus which are regularly updated as per University curriculum and need of administrative work. Computers are in LAN with 100 Mbps leased line and 4 Mbps Internet Connectivity.

### **Student Support and Progression**

The college believes that its primary stakeholders are the students. All aspects of education focus on the core values of contributing towards national development. The College admits students from social milieus and empowers them through intensive mentoring and counselling to face the challenges of life.

College facilitates various scholarships. More than 200 students are the beneficiaries in getting various scholarships from different organizations including government scholarships every year.

On an average 35-40% students take up PG studies after their graduation. The overall pass percentage is healthy at almost 95-98%. College recorded with 3 ranks at university level.

The institution has initiated Add-on courses and certificate courses to improve the employability of graduates.

It provides special support to slow learners and those who need additional help through remedial and extra classes. The Grievance Redressal Cell, Anti-Ragging Committee and Internal Complaints Committee ensure a conducive and secure environment .

The Career Counselling cum Placement Cell at the College facilitates the training and on campus recruitment of our students.

Students of the college have cleared competitive examinations conducted by agencies such as UGC-NET/SLET, State Government Exams, etc.

There are opportunities for students to participate in extra-curricular activities. The student union is a democratically elected by student body which oversees student participation in all student related activities of the College. The responsibility of identifying and nurturing sports talents lies with the Physical Education Director. College has recorded 27 blues in the last five years.

### **Governance, Leadership and Management**

The Vision and Mission reflects in implementing the strategies, methods and systems for excellence in teaching, learning and administration. The management works in democratic footing.

The roles of the administrative bodies are well defined. The college has a well established grievance redressal mechanism. Synchronising efforts of the Principal and faculties help to formulate and implement plans and policies for assurance and sustenance of higher quality education.

The IQAC acts as a backbone for improvement in quality education. It chalks out concrete skills of action towards the improvement in education and accompanying diversified activities.

Under the able leadership of the management, we have perspective, strategic plans and the management ensures

its effective implementation whether it is in the field of implementation of curriculum or infrastructural development.

The leadership provided by the management flows down the lower layers in all its regulations viz., recruitment, service rules, addressing grievances etc.,

For the effective flow curriculum, institution has suitable screening mechanism. Further, the welfare of the employees also equally taken care of by the management in the form of weightage in salary fixation of the staff , PF facility, ESI facility, Group insurance, Canteen facility, maternity leave, OOD and other facilities.

The institution aimed at serving the society, preservation of culture, heritage and the holistic development of students. Decentralisation of authority and fixation of responsibilities is practiced to ensure a fair say to all the stakeholders to follow participatory management.

### **Institutional Values and Best Practices**

The core objective of the management is to provide qualitative education for all strata of the society. The trust is having the basic nature of philanthropy and working for the welfare of downtrodden.

The large collection of books in library and INFLIB-NET facility help the students and teachers to expand their knowledge and wisdom. The unique approach of the institution has enabled it to carve a niche for itself in the field of education at the university levels.

The college has identified 23 different good practices. Among them, 02 prominent Best Practices are elaborated as per the prescribed format of NAAC i.e., Welfare Mechanism for Management Staff and Remarkable Contribution of Blood Donation.

College has remarkable achievement in result and motivated students for pursuing professional courses. This has impacted in getting more than 200 CAs of our alumni. Our college promote ethical behaviour and raise awareness about key issues faced by the society. Volunteer programs like NSS special camps, and green initiatives are few examples of institute's social concern.

The Institution maintains transparency in financial aspects. The accounts of B.Com, M.Com. and Ladies hostel is handled by separate competent office staff who are well versed on accounting procedures.

Our college is surrounded with greenery atmosphere. Though college has not earmarked specific budget for the maintenance of greenery but our esteemed management provide financial support for the same.



## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	M.E.S. COLLEGE OF COMMERCE
Address	M.E.S College of Commerce, Vidya nagar, College Road Sirsi (Uttara Kannada) - 581402
City	Sirsi
State	Karnataka
Pin	581402
Website	<a href="http://www.mescsirsi.co.in">www.mescsirsi.co.in</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal(in-charge)	R. N. Nayak	08384-233098	9242116124	-	mescsirsi@gmail.com
Associate Professor	Satish S. Baadgaonkar	08384-236298	9743389764	-	shreesharada2@gmail.com

Status of the Institution	
Institution Status	Grant-in-aid and Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	01-01-1972

**University to which the college is affiliated/ or which governs the college (if it is a constituent college)**

State	University name	Document
Karnataka	Karnataka University	<a href="#">View Document</a>

**Details of UGC recognition**

Under Section	Date	View Document
2f of UGC	30-04-1986	<a href="#">View Document</a>
12B of UGC	21-03-1991	<a href="#">View Document</a>

**Details of recognition/approval by stationary/regulatory bodies like AICTE, NCTE, MCI, DCI, PCI, RCI etc (other than UGC)**

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day, Month and year (dd-mm-yyyy)	Validity in months	Remarks
No contents				

**Details of autonomy**

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No
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**Recognitions**

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

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	M.E.S College of Commerce, Vidya nagar, College Road Sirsi (Uttara Kannada) - 581402	Semi-urban	7	2230

## 2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BCom, Commerce	36	PUC II	English	1080	1015
PG	MCom, Post Graduation	24	B.Com	English	100	96

### Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				5				6			
Recruited	0	0	0	0	5	0	0	5	0	1	0	1
Yet to Recruit	0				0				5			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				21			
Recruited	0	0	0	0	0	0	0	0	13	8	0	21
Yet to Recruit	0				0				0			

<b>Non-Teaching Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				13
Recruited	5	2	0	7
Yet to Recruit				6
Sanctioned by the Management/Society or Other Authorized Bodies				9
Recruited	6	3	0	9
Yet to Recruit				0

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

### Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	2	0	0	0	1	0	3
M.Phil.	0	0	0	1	0	0	0	0	0	1
PG	0	0	0	2	0	0	0	0	0	2

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	1	1	0	2
PG	0	0	0	0	0	0	9	6	0	15

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	3	1	0	4

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

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	413	0	0	0	413
	Female	602	0	0	0	602
	Others	0	0	0	0	0
PG	Male	22	0	0	0	22
	Female	74	0	0	0	74
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	26	25	17	12
	Female	29	35	27	27
	Others	0	0	0	0
ST	Male	3	0	1	2
	Female	5	6	5	2
	Others	0	0	0	0
OBC	Male	127	127	106	108
	Female	225	178	163	152
	Others	0	0	0	0
General	Male	300	318	336	331
	Female	434	451	424	400
	Others	0	0	0	0
Others	Male	0	0	1	1
	Female	0	1	1	1
	Others	0	0	0	0
Total		1149	1141	1081	1036

### 3. Extended Profile

#### 3.1 Program

Number of courses offered by the institution across all programs during the last five years

Response: 72

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

Number of programs offered year-wise for last five years

2017-18	2016-17	2015-16	2014-15	2013-14
02	02	02	02	02

#### 3.2 Students

Number of students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1149	1141	1081	1036	936

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

2017-18	2016-17	2015-16	2014-15	2013-14
205	205	205	205	200

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

Number of outgoing / final year students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
396	384	324	353	296

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>



### 3.3 Teachers

#### Number of full time teachers year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
21	20	21	20	22

#### Number of sanctioned posts year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
27	26	26	24	26

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 3.4 Institution

#### Total number of classrooms and seminar halls

**Response: 12**

#### Total Expenditure excluding salary year-wise during the last five years ( INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
39.95	52.76	55.24	56.52	44.37

#### Number of computers

**Response: 95**

## 4. Quality Indicator Framework(QIF)

### Criterion 1 - Curricular Aspects

#### 1.1 Curricular Planning and Implementation

##### 1.1.1 The institution ensures effective curriculum delivery through a well planned and documented process

##### Response:

The Institution is affiliated to Karnatak University, Dharwad. The Institution follows and adopts the University prescribed curriculum.

The Academic schedule for UG and PG courses is prescribed by the University detailing out the date of commencement and closure of the semesters. Based on this, college prepares the calendar of events.

The different subjects will be allotted to the faculty members by eliciting their competence.

Curriculum delivery is very much well planned and documented accordingly. Exhaustive Teaching Plan is prepared by respective subject teachers at the beginning of the semester and submit the same to the Principal. It is in practice that, at the end of every month, every faculty has to get scrutinized the daily diary by the Principal.

The Time Table Committee in consultation with IQAC, prepares the Time Table and will be notified on the Notice Board well in advance. The concerned course teachers will prepare teaching plan in their respective subjects. As and when faculty members are on leave by virtue of illness, maternity, etc., the longer period of absence of the faculty in any case, college makes adhoc arrangement of temporary qualified faculty to complete the portion of the curriculum.

Further, for the effective delivery of curriculum, e-learning resources are utilised effectively with the help of LCD and smartboard.

To get practical knowhow, some of the extra exercises are given to students and taught them accordingly. Some of them are; Compulsory paper i.e., Computer Applications, Statistics, Commercial Arithmetic, Income Tax and Costing, etc. As a part of curriculum, students are guided for mini projects beyond the prescription of the syllabus.

The regular monitoring of the curriculum delivery by respective faculty member is keenly observed by the Principal in coordination with IQAC. A 360° Performance Appraisal is made and it is submitted to the management.

The Examination Committee conducts two Internal Assessment tests and Assignments and after the completion of Assessment, uploads the final internal marks on the University Website portal at the time of submitting the same to the University. CBCS pattern is not yet initiated by the Karnatak University, Dharwad for UG programme but it has been introduced for PG courses.

The PG students as part of their completion of PG Programme must undergo Project Viva-Voce in the PG

Department of Studies in Commerce, Karnatak University Dharwad. The students have to submit two copies of their Project Reports to the University, one copy retained by the PG Department and another will be with the students.

For Students, Special Guest Lecture on recent trends in the field of Commerce is deliberated by the experts.

The Institution issues Computer Certificate to the students stating the different packages covered after completion of their degree.

With the above curricular planning and implementation, our Institution has produced a good number of Chartered Accountants, Company Secretaries and further as a feather to its cap, it had a good number of Laurels, University Rank holders, University Blues which could be ascertained having gone through our Academic Track Record.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 1.1.2 Number of certificate/diploma program introduced during the last five years

Response: 0

#### 1.1.2.1 Number of certificate/diploma programs introduced year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	00	0	00	00

File Description	Document
Details of the certificate/Diploma programs	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

Response: 0

#### 1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of participation of teachers in various bodies	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 1.2 Academic Flexibility

### 1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years

**Response:** 34.72

1.2.1.1 How many new courses are introduced within the last five years

**Response:** 25

File Description	Document
Minutes of relevant Academic Council/BOS meetings.	<a href="#">View Document</a>
Details of the new courses introduced	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented

**Response:** 50

1.2.2.1 Number of programs in which CBCS/ Elective course system implemented.

**Response:** 01

File Description	Document
Name of the programs in which CBCS is implemented	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years

**Response: 0**

1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 1.3 Curriculum Enrichment

**1.3.1 Institution integrates cross- cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum**

**Response:**

The College is affiliated to Karnatak University, Dharwad and follows the prescribed curriculum prepared by the Board of Studies. The University updates the B.Com curriculum every three years. The curriculum is related to gender, environment and sustainability, human values and professional ethics. Such issues are mentioned in our curriculum and are listed and presented for our course.

- **English** - This course enables the students to cultivate human values such as to help the needy by reducing their extra expenses, care and concern for the elders, prohibiting animal sacrifice etc.
- **Commerce** - Social concern keeping in mind the concern for the society, supply of the qualitative products to the consumers at reasonable price, to effect cost cut, cost control thereby leading to economic development. Business Law, labour laws are helpful to the employees in getting their right share of reward, getting compensation for hardships they had suffered.
- **Economics** - Social concern of increasing population, how to tackle the menace of increasing population, how to achieve increased Per Capita Income, National Income ? How to deal with the economic issues comprising of Credit Policy, Credit Creation etc ?
- **Taxation** - For sincere payment of tax to the Government exchequer thereby contributing to nation building.
- **Company Law** - How to protect the investors' money ? How to maximise investors' wealth ? Where to invest ? which are the legal protection mechanism available to investors? To protect

employee interest, Payment of Wages Act, Minimum Wages Act, Workmens compansation Act etc

- **Kannada** - Encouraging National Patriotism, Culture, Tradition among students, eradication of caste related social inequality.
- **National Cadet Corps** - National Unity, Integrity, Sovereignty and Patriotism.
- **National Service Scheme** - Service to Society, Co-operation, Collective Living, Not Me But You.
- **Red Cross** - Service motto, awareness regarding Blood Donation, Health and Hygiene.
- **Yoga** - Meditation, Physical fitness.

Some of the initiations by the college are;

- (1) For physical fitness, sound mind and stress management, college frequently conducts Yoga coaching for students. An yoga expert provides the various Yoga asanas.
- (2) The contribution of Blood donation is significant. Wide publication is made locally for the requirement of any blood group. Accordingly, a good quantity of various groups of blood has been donated.
- (3) With the impact of moral teachings, students organize themselves to collect and donate finance for poor and needy patients.
- (4) For the effective leadership abilities, lady students are equally encouraged to participate in NSS regular activities and special camp.
- (5) The enlightenment of Environment consciousness enabled the student community in various environment related awareness activities.
- (6) As the Indian Constitution being a compulsory paper, college arranges special lectures on legal awareness, fundamental rights, etc.
- (7) Students both boys and girls actively participated in various awareness rallies like; AIDS Awareness, Pulse Polio, Save Energy, Plastic free, etc.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

### 1.3.2 Number of value added courses imparting transferable and life skills offered during the last

**five years**

**Response: 0**

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

Response: 00

File Description	Document
Details of the value-added courses imparting transferable and life skills	<a href="#">View Document</a>
Brochure or any other document relating to value added courses.	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 1.3.3 Percentage of students undertaking field projects / internships

**Response: 0**

1.3.3.1 Number of students undertaking field projects or internships

Response: 00

File Description	Document
List of students enrolled	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 1.4 Feedback System

**1.4.1 Structured feedback received from 1) Students, 2) Teachers, 3) Employers, 4) Alumni and 5) Parents for design and review of syllabus-Semester wise/ year-wise**

**A. Any 4 of the above**

**B. Any 3 of the above**

**C. Any 2 of the above**

**D. Any 1 of the above**

**Response: E. None of the above**

**1.4.2 Feedback processes of the institution may be classified as follows:****A. Feedback collected, analysed and action taken and feedback available on website****B. Feedback collected, analysed and action has been taken****C. Feedback collected and analysed****D. Feedback collected****Response:** A. Feedback collected, analysed and action taken and feedback available on website

File Description	Document
Any additional information	<a href="#">View Document</a>
URL for feedback report	<a href="#">View Document</a>



## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1 Average percentage of students from other States and Countries during the last five years

**Response:** 0

##### 2.1.1.1 Number of students from other states and countries year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
List of students (other states and countries)	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

#### 2.1.2 Average Enrollment percentage (Average of last five years)

**Response:** 95.12

##### 2.1.2.1 Number of students admitted year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
408	399	410	404	321

##### 2.1.2.2 Number of sanctioned seats year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
410	410	410	410	400

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

#### 2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

**Response:** 64.69

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

2017-18	2016-17	2015-16	2014-15	2013-14
177	138	125	137	84

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 2.2 Catering to Student Diversity

**2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners**

**Response:**

College admits students from different backgrounds, urban-rural, English, Kannada and Urdu mediums, State- CBSE boards, Students from different socio- economic backgrounds etc. As the students taking admission in the college are from diverse backgrounds, their learning levels also vary. Language proficiency, competence, subject knowledge and extent of motivation are a few of the determining factors revealing advanced and slow learners. The learner levels are assessed at varying stages of the teaching-Learning Process.

- At the entry stage, the overall percentage of marks obtained in the qualifying examination is an indicator.
- Students' language proficiency, regularity in attending the classes, attentiveness, participation in class room activities etc. are other indicators.
- Students performance in various internal and external evaluations is another way of determining learner levels.

The College offers equal opportunities to all learners. The institution conducts doubt clearing classes, and application oriented programmes for all groups of students to increase their skills and competence. Some surprise tests are conducted by the faculty members to test their knowledge gained during classes. Enrichment courses like personality development programmes, seminars, training programmes, are conducted to improve the student's mindset, creativity and motivate them to excel in their career.

Moreover, some extra efforts are taken to cater to the special needs of advanced and slow learners.

**Slow Learners:**

The college has implemented a proctor/mentor system to evaluate the student performance in periodic manner..The students who do not seem to cope up with the pace of learning are advised to go through the class note & study material provided by the faculty. Extra time is provided for these students by concerned faculty members. Remedial classes are also conducted for these students. The

college has witnessed a transformation in these students as a result of these measures.

#### Advanced learners:

The advanced learners are encouraged to present seminars in and outside the college, attend workshops, take part in case studies and motivated to pursue professional courses like CA, CS, CMA,M.B.A. M.Com. and other reputed courses in Financial and Development sector. They are also encouraged to take up value added and skill development certificate courses which meet the diverse needs of advanced learners. These students are provided with a set of books from the library for references. They are also encouraged through many Endowment Prizes.

A friendly atmosphere is maintained in the class room so that individual doubts can be discussed freely.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

#### 2.2.2 Student - Full time teacher ratio

**Response:** 54.71

File Description	Document
Any additional information	<a href="#">View Document</a>

#### 2.2.3 Percentage of differently abled students (Divyangjan) on rolls

**Response:** 0

##### 2.2.3.1 Number of differently abled students on rolls

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any other document submitted by the Institution to a Government agency giving this information	<a href="#">View Document</a>

## 2.3 Teaching- Learning Process

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

#### Response:

The ambiance of the college is very much student centric. In addition to the conventional mode of lecturing, other methods adopted by the faculty members include Interactive Methods, Project based learning, Computer assisted learning, Experiential Learning, etc. The Teaching –Learning activities are made effective through illustrations and special lectures. To acquire firsthand knowledge on the subjects and current practices, students are engaged in field study. Some of the lectures are being made through the usage of ICT and e-learning resources.

In this process of Experiential Learning, participative learning and problem solving methodologies, the teacher's role is that of a facilitator who promotes self management of knowledge, holistic development and skill formation through participatory learning activities such as using lecture method in combination with other teaching methods. There has been a paradigm shift in teaching from purely chalk and talk methods to adopting a judicious mix of lecture method and modern methods of pedagogy. Some of the specific initiation of Experiential Learning are ;

1. Interactive mode of **communication skills** through computer language laboratory.
2. With the support of **Commerce Laboratory** students get experience about banking transactions like; Opening Bank Account, Filling forms, writing cheque, Debit and Credit Cards , Demat Accounts etc.
3. **Leadership abilities** through various NSS / NCC activities.
4. Sufficient practical sessions for computer related subjects which enable student to be more competent to use **computer skills** efficiently.
5. Involvement of students in preparation of project reports.

**Lecture Method:** This conventional method is commonly adopted by all the teachers. This method facilitates a teacher to interpret, explain and revise the content of a text for better understanding of the subject by the learners.

**Interactive Method:** The faculty members make learning interactive with students by motivating student's participation in group discussions, subject quiz, question-answer sessions, case study analysis etc.

**ICT enabled teaching:** ICT enabled teaching includes class rooms with LCD, Audio system and smart boards. Post graduate department and Department of Computer Applications in Business use ICT enabled teaching extensively. All the computers in the computer lab are having broad band internet connection and the students are allowed and encouraged to make use of the facility to increase their knowledge base. Inlibnet facility is available in the Library to help the students to have access to various books and related material.

**Participative Learning:** Students are encouraged to take active part in curricular, co curricular and extra-curricular activities. Students are motivated to present seminars on various topics in the class room and also guided some of the students to prepare and present paper presentations at the seminars, conferences, workshops, held at various levels. Brain storming sessions and group discussions are also being arranged for active participation of students on various topics. Students are encouraged to conduct various academic

events which can enrich learning experience.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

**Response:** 71.43

#### 2.3.2.1 Number of teachers using ICT

Response: 15

File Description	Document
List of teachers (using ICT for teaching)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Provide link for webpage describing the " LMS/ Academic management system"	<a href="#">View Document</a>

### 2.3.3 Ratio of students to mentor for academic and stress related issues

**Response:** 63.83

#### 2.3.3.1 Number of mentors

Response: 18

File Description	Document
Any additional information	<a href="#">View Document</a>

### 2.3.4 Innovation and creativity in teaching-learning

**Response:**

Along with the lecture method, the following other methods are adopted for providing learning experience to students.

- ICT based teaching is commonly practiced by teachers.
- Majority of the teachers adopted modern method of teaching i.e. usage of smartboard for effective dissemination of the topics.

- Teachers are actively involved in adopting emerging skills for effective teaching learning processes.
- Some of the faculty members are involved in analysis of annual report of the companies, banks, etc.
- Budget Sessions at Central and State Government is made available online.
- Establishment of a separate internet centre enabled students to gain necessary skills and knowledge.
- Procurement of academic journals has become facilitator for advanced learning.
- Recorded speeches of entrepreneurs are being played in the class rooms.
- Eminent personalities and entrepreneurs are invited for special lectures on the specified topics of the syllabi.
- Sufficient e-learning resources are made available and being utilized as per the syllabus requirements.
- The student participation is encouraged through student centric teaching.
- Class seminars, Case study analysis, Group Discussions, Guest lectures by experts, News Paper Clippings, Participation and Presentation in State/National Seminars and Workshops are the participatory student centric teaching methods.
- In support of this visit to library and computer laboratories, Industrial and field visits, extension activities, e-learning, learning through videos, management games, academic competitions, trade fair, enactment of play, film and documentary shows, are the other effective teaching methods adopted by the faculty.
- Project based learning helps the students to pool in their findings, develop new ideas thus arriving at cognitive solutions.
- Establishment of commerce lab enabled students to learn practical knowhow about the financial and banking transactions.
- Tally ERP9 which include all the modules and a compulsory subject at B.Com.-VI semester, is taught by the faculty along with computerized accounting process.
- Some of the faculty members are very competent and they are also resource persons at reputed institutions like; SEBI, etc.

File Description	Document
Any additional information	<a href="#">View Document</a>

## 2.4 Teacher Profile and Quality

<b>2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years</b>	
<b>Response: 87.71</b>	
File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	<a href="#">View Document</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View Document</a>

**2.4.2 Average percentage of full time teachers with Ph.D. during the last five years****Response:** 13.29**2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
03	03	03	03	03

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**2.4.3 Teaching experience per full time teacher in number of years****Response:** 11.76**2.4.3.1 Total experience of full-time teachers**

Response: 247

File Description	Document
Any additional information	<a href="#">View Document</a>

**2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years****Response:** 4.81**2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
0	00	0	00	01

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
e-copies of award letters (scanned or soft copy)	<a href="#">View Document</a>

**2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years****Response:** 0**2.4.5.1 Number of full time teachers from other states year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	<a href="#">View Document</a>

**2.5 Evaluation Process and Reforms****2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level****Response:**

The issues related to assessment of teaching, learning and evaluative processes and reforms to increase the efficiency and effectiveness of the system are of paramount importance for higher education institution. One of the purposes of evaluation is to provide development inducing feedback. Further it should also help the teacher to plan appropriate activities for enhancing student performance. The qualitative dimension of evaluation is in its use for enhancing the competence of the students. Innovative evaluation process is intended to gave the knowledge and skills acquired at various levels of the programmes. The following are the strategies followed by the college for enduring transparency in evaluation and undertaking reforms to strengthen it.

Multiple and concurrent evaluation is followed by the institute. The institute uses the following mechanisms for continuous evaluation of the students.

- 1.Evaluation through Internal Tests
- 2.Evaluation through University Examination
- 3.Evaluation through Assignments
- 4.Evaluation through attendance
- 5.Evaluation through class room discipline
- 6.Evaluation through effective presentation
- 7.Evaluation through inter personal relations and good habits
- 8.Evaluation through participation in extracurricular and co-curricular activities.

**Reforms:**



The major reforms initiated by the institution in continuous internal evaluation are as follows:

1. Computerisation of internal examination process
2. Timely conduct of internal tests and announcement of results.
3. Opportunity to check the valued answer scripts and request for revaluation.
4. Introduction of printed answer books and printed question papers.
5. Opportunity to appear for re-test if the student remained absent to the regular internal test due to genuine reasons.
6. Continuous monitoring of students attendance through specially developed software and sending SMS.
7. Students with good academic record, achievement in Co- curricular and extracurricular activities, and good interpersonal relations and habits will be honoured by giving Ideal Student of the Year award.
8. Management appointed teachers are paid honorarium for internal evaluation work to induce them work efficiently.
9. Random selection of question papers out of two sets of question papers.
10. Plan to publish internal evaluation marks in the college website.
11. Plan to Establish Link on institution website for viewing sem end result announced by the university.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety

#### Response:

The internal assessment is carried out as per the pattern prescribed by the affiliating university. At present for undergraduate students, internal evaluation is for 20% of marks and for post graduate students for 25% of the marks in each subject. The evaluation is to be made on the basis of two internal tests, one assignment and attendance in each semester.

The first internal test is conducted at the completion of 8 weeks and second one after 12 weeks of each semester. The following strategies have been adopted by the institution for maintaining transparency in the internal evaluation system:

- A separate Examinations Committee is formed to look in to the issues relating to internal assessment.
- Teachers inform the students about the pattern of the internal examinations well in advance.
- The examination notices are displayed well in advance and sufficient time is given to students for preparation.
- Two sets of question papers are to be set by the teacher out of which one set will be randomly selected by the Chairman of the examination committee to maintain confidentiality about the

question paper.

- The question paper will be printed outside the college and secrecy is maintained about the place where it will be printed.
- The sealed question paper bundle will be kept in safe custody in principal's chamber.
- The question paper bundle is opened 30 minutes before the commencement of examination for supply to examination halls.
- Seating arrangement for the students is made in such a way that no malpractice takes place.
- The students are monitored closely by the examination supervisors and also through CCTV.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 2.5.3 Mechanism to deal with examination related grievances is transparent, time-bound and efficient

#### Response:

Students' grievances regarding Internal Assessment and allotment of marks are attended through the following mechanism.

- After evaluation of internal test, papers are shown to the students.
- Student's signatures are obtained after the verification of the internal assessment marks.
- The consolidated internal assessment marks of each student are displayed on the notice board for the verification by the students.
- Student's grievances are addressed by the respective teachers after verifying the records available with the faculty.
- The grievances not resolved at the teacher level will be attended by the Examination Committee and Principal.

#### End Semester Examination

- On-line submission of Revaluation is made available by the university.
- Soon after the declaration of Sem. End result, university gives stipulated time frame for applying revaluation online. Pertaining to this, college notifies about revaluation and also concerned subject teachers guide students while applying revaluation.

- Students have the provision of getting the photocopy of answer script.
- The students can also apply for Re-total and challenge evaluation within the stipulated time period soon after the announcement of end semester examination results. The college will extend all the help to the students in this regard and makes necessary follow up. Sample of a specific grievances redressal report is provided in addition information.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

#### 2.5.4 The institution adheres to the academic calendar for the conduct of CIE

##### Response:

The institution follows the guidelines of affiliating university for continuous evaluation of students. The present system of CIE consists of two internal tests and one assignment for each subject. The first internal test is conducted after completion of 8 weeks and the second one after the completion of 12 weeks of each semester. Assignment/ Project work topics are announced well in advance, stipulating the deadline for submission.

Evaluation of test papers and assignments will be done in time and IA marks are submitted to the university promptly.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

## 2.6 Student Performance and Learning Outcomes

#### 2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students

##### Response:

Bachelor of Commerce is an undergraduate degree course that offers the development of a wide spectrum of managerial skills in students along with building up a strong competence in the specific area of business studies. Students pursuing this course learn about general principles of business management, and knowledge of finance, accounting, statistics, economics, marketing, etc.

On the successful accomplishment of this Programme, the following outcomes should be expected from

students:

- The students will develop an ability to apply knowledge acquired in problem solving
- The students will be ready for employment in functional areas like Accounting, Taxation, Banking, Insurance and Corporate Law.
- Students will exhibit inclination towards pursuing professional courses such as CA/ CS/ CMA/CFA/MBA/M.Com. etc.
- Students will be able to handle computer based software in the area of Accounting.
- Ability to work in teams with enhanced communication and inter-personal skills.
- Ability to start entrepreneurial activities.

The M.Com. Degree programme is designed to provide the basis for developing the skills necessary to face the challenges of job market. The course structure supports the process of competency building of the students in attaining success in NET/SET and other competitive examinations that the pass outs may appear in, and it takes care of both practical and theoretical dimensions. The pass outs of the M. Com. Programme are expected to fulfill all the requirements of careers in teaching, research, industry and consultancy, apart from becoming a self-employed professional or a successful entrepreneur. The programme has a unique advantage of hands on training on computer applications in business and Accounting Information System.

Programme Outcomes:

At the end of the Master of Commerce Programme, graduating students will be able to:

- Become successful entrepreneurs and finance professionals in the field of Banking, Insurance, Manufacturing industries and IT sectors.
- Apply relevant financial tools in Manufacturing and Service operations.
- Apply research technique for decision making.
- Acquire Technical and decision making skills in the area of Accounting, Taxation, and Portfolio analysis.
- Adapt to recent changes in Marketing, Human Resource, Taxation, Environment and investment in securities
- Analyze organizational problems and generate realistic solutions based on current academic research in organizational behaviour.

### **Mechanism of Communication:**

The following mechanism is followed by the institution to communicate the learning outcomes to the teachers and students.

- Hard Copy of syllabi and Learning Outcomes are available in the library and departments for ready

reference to the teachers and students. Syllabi are printed in the Prospectus of the college which is distributed to the students at the time of admission.

- Learning Outcomes of the Programs and Courses are displayed on the notice board
- The importance of the learning outcomes has been communicated to the teachers in every IQAC Meeting.

File Description	Document
COs for all courses (exemplars from Glossary)	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

#### Response:

The following measures are undertaken by the institution to monitor and ensure the achievement of learning outcomes:

- Internal results are continuously reviewed and analyzed.
- The assignments and presentations are assessed and the feedback is given to the students.
- Regular academic counseling of the students is done.
- Learning outcomes are monitored by pass percentage, placement, enrolment of students in higher education and research,
- Increase in the participation of students in extracurricular activities, competitions and contests helps in measuring the learning outcomes of the curriculum.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 2.6.3 Average pass percentage of Students

**Response:** 97.66

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

**Response:** 1710

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Response: 1751

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.12

## Criterion 3 - Research, Innovations and Extension

### 3.1 Resource Mobilization for Research

**3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)**

**Response:** 0

3.1.1.1 Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

**File Description**

**Document**

List of project and grant details

[View Document](#)

**3.1.2 Percentage of teachers recognised as research guides at present**

**Response:** 0

3.1.2.1 Number of teachers recognised as research guides

**File Description**

**Document**

Any additional information

[View Document](#)

**3.1.3 Number of research projects per teacher funded, by government and non-government agencies, during the last five year**

**Response:** 0

3.1.3.1 Number of research projects funded by government and non-government agencies during the last five years

3.1.3.2 Number of full time teachers worked in the institution during the last 5 years

### 3.2 Innovation Ecosystem

**3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge**

**Response:****Training Sessions for High School Students and Teachers:**

- The Institution has 3 well-equipped computer laboratories installed with necessary software's like; Tally ERP9, Communication Skills, etc. Computer Training sessions being conducted specifically for High school students and teachers who have been randomly selected by the Block Education Office, Govt. of Karnataka, Sirsi. Computer knowledge and operational training have been provided to high school students and teachers by our Computer Teaching Staff.

**Multi-purpose Auditorium.**

- We have a full pledged Multi-purpose Auditorium with a seating capacity of more than 800. This Auditorium is a useful venue for all training programs, workshops. The optimum utility of the auditorium is extended for our sister institutions and outsiders. For example; (a) A documentary film "Aghanashini" funded by Rohini Nilekani Foundation, Bangalore was premiered. (b) Ninasam – Institute for nurturing drama artists, being provided the auditorium regularly for the conduct of various dramas in our Auditorium. (c) Department of Kannada and Culture, Govt. of Karnataka in association with Rangayana Dharwad conducted District level drama and folk dance competitions in the year 2016 and 2017. (d) Taluka Panchayat of Sirsi conduct various competitions. (e) Rotary Club in association with Indian Medical Association conducted Drama Event. And other various activities being conducted in the auditorium.

**Career Guidance Cell [MES Career Guidance Institute]**

- Here is a Career Guidance Institute of MES in the campus which is providing the necessary coaching classes to our students, sister concerned institutions and neighbouring colleges, etc. for various competitive exams which is a unique feature of the college in Sirsi.

**Advanced mode of teaching:**

- Four classrooms are mounted with LCD and some class rooms with smart boards which are very useful in imparting knowledge to our students. Sufficient e-learning resources are made available in the college which have become major source for effective dissemination of teaching. Academic Journals are made available in the Central Library of the college.

**As Resource Persons:**

Some of the senior faculty members of our college share their skills and knowledge at various renowned institutions and government bodies. i.e., orientation programme on subject revision arranged by PU Board, Govt. of Karnataka participated by Mr. Sudheer Shanbhag and Harsha Prabhu, Dept. of Computer Application, Dr. S.K. Hegde, Dept. of Economics, Prof. S.M. Hegde, Dept. of Commerce. Prof. S.M. Hegde is also a resource person appointed by SEBI, Mumbai to deliver lectures on Recent Trends on Stock Market at various places. Some of the faculty members are worked as Chairperson, Raporteur at various seminars/conferences / workshops held at State and National level.



File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

**Response:** 0

3.2.2.1 Total number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	00	00	0	0

File Description	Document
Report of the event	<a href="#">View Document</a>
List of workshops/seminars during the last 5 years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.3 Research Publications and Awards

**3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research**

**Response:** No

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

**3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards**

**Response:** No

File Description	Document
e- copies of the letters of awards	<a href="#">View Document</a>

**3.3.3 Number of Ph.D.s awarded per teacher during the last five years**

**Response: 0**

3.3.3.1 How many Ph.Ds awarded within last five years

3.3.3.2 Number of teachers recognized as guides during the last five years

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**3.3.4 Number of research papers per teacher in the Journals notified on UGC website during the last five years****Response: 0**

3.3.4.1 Number of research papers in the Journals notified on UGC website during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
List of research papers by title, author, department, name and year of publication	<a href="#">View Document</a>

**3.3.5 Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years****Response: 1.39**

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

2017-18	2016-17	2015-16	2014-15	2013-14
4	4	10	09	02

File Description	Document
List books and chapters in edited volumes / books published	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.4 Extension Activities

#### 3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

##### Response:

Serving the community through extension activities is a social responsibility based on core values. Extension is also the aspect of education which emphasis community services. These are often integrated with curricula as extended opportunities intended to help, serve reflect and learn. The curriculum extension interface has an educational value. Endowment Lecturers have been conducting by the institution from time to time on the issues like Co-operative movement and related matters. The late Ajjibal Memorial Endowment Lecture was organised on May 7th 2015. Dr Yashavant Dongre the Professor and Co-ordinator third sector research centre Mysore University was the guest speaker. The delegates from more than 40 Co-operative societies were present in the lecture. This lecture has helped different stakeholders of the Co-operative community.

Our NSS unit is regularly organising a one week special camp in different places near by the institution and organised several useful outreach programs useful to the society. The activities are mainly focusing on the issues like Skill Development, Personality Development, Awareness regarding Environmental Protection, Leadership Quality, Road Safety, Role of Self Help Groups and Entrepreneurship Development etc. For all the above programs, the local community has extended full hearted co-operation and support. Such programs have made an impact on our students to respond to social issues and contributed a lot towards holistic development.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

#### 3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

##### Response: 0

3.4.2.1 Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	00	0	0

File Description	Document
Number of awards for extension activities in last 5 years	<a href="#">View Document</a>
e-copy of the award letters	<a href="#">View Document</a>

### 3.4.3 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the last five years

**Response: 22**

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

2017-18	2016-17	2015-16	2014-15	2013-14
09	03	04	03	03

File Description	Document
Reports of the event organized	<a href="#">View Document</a>
Number of extension and outreach programs conducted with industry,community etc for the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

**Response: 0**

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	00	00	00

File Description	Document
Report of the event	<a href="#">View Document</a>
Average percentage of students participating in extension activities with Govt or NGO etc	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.5 Collaboration

#### 3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

**Response:** 0

3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of Collaborative activities for research, faculty etc	<a href="#">View Document</a>

#### 3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

**Response:** 0

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	00	00	00

File Description	Document
e-copies of the MoUs with institution/ industry/ corporate house	<a href="#">View Document</a>
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	<a href="#">View Document</a>

NAAC

## Criterion 4 - Infrastructure and Learning Resources

### 4.1 Physical Facilities

**4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.**

**Response:**

Adequate infrastructure facilities are the key for effective and efficient conduct of the Educational Programmes. Our college is spread over a vast area of 7 acres. The Institution has well-equipped Computer Laboratories, Library, Research Cell, Multi-Purpose Auditorium, Ladies Hostel, Canteen, Power back-up(generator) etc. to provide quality education to the students.

There are 15 Classrooms, 01 Central Library, 03 well-equipped Computer Laboratories, 02 Office Rooms, Principal chamber, 01 Multi-Purpose Auditorium, IQAC Room, NSS & NCC Room, Physical Director Chamber, 01 Research Cell, 01 Ladies Hostel, 02 Staff Rooms, 01 Ladies Common Room, UPS Backup Room with separate Battery house, Canteen, Drinking Water Facility and Medical Aid. These facilities add for the enhancement of the Teaching Learning Environment in the College Campus.

All the infrastructural facilities are designed by consulting Architects, Engineers and by getting sanctions from Building Committee, College Development Committee, Municipal Council and Specifications mentioned in UGC guidelines.

**Brief Description:**

**1. Classrooms:** The College has 15 well ventilated classrooms with different seating capacity as per the need of various courses and strength of the students. Each classroom is mounted with CCTV Cameras, LED Bulbs and Ceiling Fans. The College has 02 Classrooms with Smartboard facilities.

**2. Laboratories:** The College has 03 well-equipped Computer Laboratories with necessary legalised softwares installed. P.G. Section computer laboratory contains 20 computers with Wi-Fi facility and U.G. section has 02 Computer Laboratories with 48 latest configuration computers with Broadband Internet Connectivity. LCD is mounted in one computer laboratory for demonstrative classes.

**3. Library:** Library is well furnished and stacked with 09 terminals having Broadband Internet Connectivity. The Library has an extensive collection of Books, Periodicals, Rare Books, subscribed academic journals, e-learning journals, bound volume and subscription to N-LIST Database. Library is computerised to a grater extent. OPAC is established. Reprography facility is also made available in the central library.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

#### 4.1.2 The institution has adequate facilities for sports, games (indoor, outdoor),gymnasium, yoga centre etc., and cultural activities

##### Response:

In our college we support and encourage sports by providing different facilities for indoor and outdoor games. We have a Multipurpose Auditorium which is used to conduct indoor games like Shuttle Badminton, Table Tennis, Chess etc. Our students are utilising Playground for Athletics, Ball Badminton, Volleyball, Cricket, Kabaddi etc. District stadium is used by our college to conduct intercollegiate tournaments such as Cricket, Volleyball etc. Necessary sports materials are purchased as and when necessitated. Due to the superannuation of regular Physical Director in March, 2017, college has recruited qualified and competent Physical Education Director on Management salary. Every year our college produces champion laurels in the form of University Blues, etc. Sports champions are being honored and felicated by Alumni, Management and Institution.

In our college we encourage the students to participate in sport activities, necessary guidance and coaching is facilitated. Incentives are given in the form of travelling allowances, dearness allowances for participation of sports events at various levels. Tracksuits are given for the students who participate in University and Inter college tournaments. Prize money is also given to University Blues. Our college Physical Education Director Shri. Shrisha Nayak is worked as **Couch for Cricket at University level**. He is also one of the members of **selection committee, Karnatak University, Dharwad** in the game of Cricket.

Different Games courts in the college and their measurements:

1. Kabaddi : 13x10 meters
2. Ballbadmiton : 24x12 meters
3. Vollyball : 18x9 meters
4. Shuttle Badminton: 13.4 x 6.1 meters(Indoor)
5. Table Tennis: 2 Boards(Indoor)

##### Facilities available for extracurricular and co-curricular activities

- Separate provisions are made available for NSS, NCC (Boys and Girls) and Youth Red Cross activities.
- Multi-purpose Auditorium is used for conducting cultural programmes such as One-Act Play, Skit, Mime, Mimicry etc. throughout the year for the participation of the different events at the College/University, State and National levels. Throughout the Year College Cultural Committee prepares the students for various competitions viz. University Youth Festivals, Rangayana Activities etc.
- Multi-purpose Auditorium is used for conductance of indoor games like Table Tennis, Chess, Shuttle Badminton etc.
- Multi-purpose Auditorium is used for conducting various academic activities such as Conference, Seminars, Workshops, Guest Lectures and Social Activities like Blood Donation and Health Check-up camp.



File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

#### 4.1.3 Percentage of classrooms and seminar halls with ICT - enabled facilities such as smart class, LMS, etc

**Response:** 16.67

##### 4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 2

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	<a href="#">View Document</a>
any additional information	<a href="#">View Document</a>
Link for additional information which is optional	<a href="#">View Document</a>

#### 4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

**Response:** 7.21

##### 4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0.69	2.61	9.0	6.45	0.74

File Description	Document
Details of budget allocation, excluding salary during the last five years	<a href="#">View Document</a>
Audited utilization statements	<a href="#">View Document</a>

## 4.2 Library as a Learning Resource

### 4.2.1 Library is automated using Integrated Library Management System (ILMS)

**Response:**

“The health of our civilization, the depth of our awareness about the underpinnings of our culture and our concern for the future can all be tested by how well we support our libraries”. This very statement emphasizes the importance of adequately managing library as a resource.

Our Library is well furnished with INFLIBNET facility, Barcode technology & OPAC.

**Books**

- 1.Total Number of Books in the Library: 41810.
- 2.Books are classified using CC system.
- 3.Accession register is maintained to keep the records issue and receipts of books.
- 4.Catalogue Card, Book Tag, Book Card, Barcode Labels and Project Reports and other facilities are used by our students and staff to enrich their knowledge.
- 5.Purchase order and Bill Inward are systematically maintained.

**Non Book Materials**

- 1.Number of CD/DVD available in the library: 189
- 2.Various non book materials like CD/DVD, Project Reports are systematically maintained.
- 3.Students use these nonbook materials to update their knowledge.
- 4.Many projects are conducted in M.Com section of our college and Project Reports are stored in the library for the further benefit of our students.

**Journals (Multilingual)**

- 1.Number of Journals available in the Library: 18
- 2.Our college subscribes number of journals and magazines
- 3.Subscription register is maintained to keep the records of issue and receipts

**Periodicals**

- 1.Number of periodicals available in the Library: 28
- 2.To update the knowledge of current affairs, multilingual News papers and magazines are kept in Library.

**Student ID Cards**

- 1.Our Library issues Identity Cards and Chest Cards to each student for Unique Identification
- 2.Borrower's Cards provided to the students to maintain the records of books borrowed by the students.

**OPAC Search (Online Public Access Catalogue)**

Our College uses OPAC system to search Text Books, Reference Books, Rare Books, based on Title, Author's Name and Publisher.

**INFLIBNET Facility:**

Our college uses INFLIBNET facility to search e-books, e-journals online. This facility is used by our staff members and the students to search the required information which is not available in the books in the library. Our students use this facility to prepare for the seminars & assignments.

To attract the students to the Central Library some of the initiations made by the Librarian are;

(1) To commemorate Ranganath Day - special lecture is organized. Students are motivated to utilise the available learning resources by spending their leisure time in the library. To get e-learning resources library has facilitated with internet connectivity.

(2) Book exhibition is arranged.

(3) All the students are provided set of books in every semester.

(4) Sufficient e-learning resources, academic journals, rare books are made available.

(5) Optimum utility of the library by student is honoured.

(6) Separate Library establishment for PG programme.

(7) Learning resources on various competitive examinations are made available.

(8) Specific learning resources on NET/SLET also made available.

(9) MAHE(Manipal Academy of Higher Education] in association with Rotary Club, Manipal donated about 1000 books worth of Rs.5.0 lac.

(10) Separate reading facility for staff is arranged.

(11) Reprography facility is available. Provided at reasonable rate.

Our library is very much excellent.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

#### 4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

**Response:**

Rare book provides raw materials for research work. If you are working on a historical topic, rare book provides precious information about early texts, textual transmission. People also use rare books for what they tell us about their former owners and readers. We keep and collect rare books to safeguard our heritage and to promote the development of new ideas about the past.

We call books Rare if they are

- Only known to exist in a few copies
- Found to have important manuscript annotations or mark of former ownership.
- In every fine or contemporary conditions, e.g. in an original binding.

The availability of rare books are made known to the students, staff, stakeholders, neighbouring colleges.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

#### 4.2.3 Does the institution have the following:

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

**Response:** C. Any 2 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

**Response: 2.61**

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
1.85	3.23	1.99	3.51	2.46

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</a>

**4.2.5 Availability of remote access to e-resources of the library****Response: No****4.2.6 Percentage per day usage of library by teachers and students****Response: 1.88**

4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 22

File Description	Document
Any additional information	<a href="#">View Document</a>

### 4.3 IT Infrastructure

**4.3.1 Institution frequently updates its IT facilities including Wi-Fi****Response:**

The College has 95 computers including laptops in the campus which are regularly updated as per University curriculum and need of administrative work. All 95 computers are in LAN with 100 Mbps leased line and 4 Mbps Internet Connectivity. The College regularly updates the computers with advanced configuration as per syllabi requirement of B.Com and M.Com Streams. Necessary softwares being installed based on the curriculum requirement. For example; Tally ERP9, MySQL, Office Package, Windows OS, etc., all these are legal version.

Almost all computers are given UPS Battery backup facility which provide 3 hours backup. It is upgraded

regularly as per the need of the college. Wi-Fi facility is made available in IQAC room, administrative office, Principal's chamber and P.G. section with a diameter of 100 metres. Computers are protected with Quick Heal Antivirus and 56 computers are upgraded to licensed windows version. Further, Biometrics is also facilitated for the staff attendance as per the government guidelines. GPRS is available so that Principal can monitor the overall functionality of the college using remote access. Office is set up with 06 computers. Salary of the permanent staff is generated through HRMS. Partial MIS is implemented in the office. Admission process, Fee remittance, internal assessment marks, on-line application of sem end examinations, revaluation, etc., being carried by the office staff.

At present college campus is having 02 Smart boards, 05 LCD Projectors and 14 Laser Printers and 01 Colour Printer.

#### IT Infrastructure in the college:

1. Computer Laboratory 1: 25 Computers & 01 Printer
2. Computer Laboratory 2: 23 Computers
3. PG Computer Laboratory : 20 Computers
4. UG course Office : 06 Computers , 06 Printers & 01 Scanner
5. PG course office : 1 Computer & 1 Printer
6. Principal Chamber : 1 Computer, 1 Laser printer & 1 Colour Printer
7. Central Library : 09 Computers, 02 Printers & 01 scanner
8. IQAC Room : 03 Computers, 01 Printer & 01 Scanner
9. Staff Rest Room : 03 Computers, 02 Printers & 01 Scanner
10. Physical Directors Chamber: 01 Computer
11. Research Cell : 01 Computer & 01 Printer
12. Laptops : 03
13. Smarts Boards : 02
14. LCD Projectors : 05

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

#### 4.3.2 Student - Computer ratio

**Response:** 12.09

File Description	Document
Any additional information	<a href="#">View Document</a>

#### 4.3.3 Available bandwidth of internet connection in the Institution (Lease line)

**>=50 MBPS**

35-50 MBPS

20-35 MBPS

5-20 MBPS

**Response:** <5 MBPS

File Description	Document
Any additional information	<a href="#">View Document</a>

**4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)****Response:** No

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	<a href="#">View Document</a>

**4.4 Maintenance of Campus Infrastructure****4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years****Response:** 12.43

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

2017-18	2016-17	2015-16	2014-15	2013-14
2.54	5.84	10.98	9.96	3.20

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	<a href="#">View Document</a>
Audited statements of accounts.	<a href="#">View Document</a>

**4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.**

**Response:**

The physical facilities including classrooms, library and laboratories, etc. are made available for the students those who are admitted in the college. All the admitted students pay fees for various facilities as per the guidelines and norms of statutory bodies.

Our institution is spread over a vast area of 7 acres which enable us to have sufficient physical facilities. This has enabled the institution to have spacious vehicle shed, canteen, ladies hostel with the intake of 154 student inmates, auditorium, etc. The Ladies Hostel is having 1000 litre capacity solar power water heater. In addition it is having adequate water facility with open well as well as borewell. To ensure safety of ladies students electric generator facility with 30kwh is provided. To ensure hygienic condition in the ladies hostel napkin disposable machine also has been installed.

The institution is having spacious auditorium with 700 to 800 seating capacity. The institution ensures timely maintenance of auditorium by making an effective use of its man power.

Our Library has an enriched collection of more than 41810 books, 189 CDs/DVDs, 28 Periodicals, 18 Journals and 13 News Papers. Use of appropriate chemicals to protect the books from insects. For maintenance and safety of book restricted access is use for graduation students and free access for post graduation students. Library is under 24 hours CCTV Surveillance.

Our two Computer Laboratories are well furnished with 48 computers with latest configuration. The students can make use of Broadband Internet Facility of 100Mbps leased line which is freely available to our students. The PG Computer Laboratory contains 20 computers with WiFi facility. Cleanliness is maintained regularly by the attenders to maintain dust free environment. Software installation is done as per the requirement of the department. Machines are regularly updated with necessary upgrades online and offline. College has competent computer faculties, who take care of the maintenance of the computers.

The ground floor and first floor corridor and classrooms have vitrified tiles. Each class has adequate lighting and ventilation facility. On all the floors pure drinking water facility is provided to our teachers as well as students.

To ensure greenery garden upkeep and maintenance is ensured. The college has provided canteen facility to employees and students on campus at reasonable rates.

Every member of the college considers the maintenance of the college campus as an important part of his/her moral duty.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>



## Criterion 5 - Student Support and Progression

### 5.1 Student Support

#### 5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

**Response:** 17.3

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

2017-18	2016-17	2015-16	2014-15	2013-14
230	178	207	217	101

File Description	Document
Upload self attested letter with the list of students sanctioned scholarships	<a href="#">View Document</a>
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

**Response:** 3.16

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
21	34	17	48	45

File Description	Document
Any additional information	<a href="#">View Document</a>

#### 5.1.3 Number of capability enhancement and development schemes –

1. For competitive examinations
2. Career counselling
3. Soft skill development
4. Remedial coaching
5. Language lab
6. Bridge courses
7. Yoga and meditation
8. Personal Counselling

A. 7 or more of the above

B. Any 6 of the above

C. Any 5 of the above

D. Any 4 of the above

**Response:** D. Any 4 of the above

File Description	Document
Details of capability enhancement and development schemes	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link to Institutional website	<a href="#">View Document</a>

#### 5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

**Response:** 2.9

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

2017-18	2016-17	2015-16	2014-15	2013-14
26	46	50	37	0

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years****Response:** 0**5.1.5.1 Number of students attending VET year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of the students benefited by VET	<a href="#">View Document</a>

**5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases****Response:** Yes

File Description	Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View Document</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**5.2 Student Progression****5.2.1 Average percentage of placement of outgoing students during the last five years****Response:** 11.26**5.2.1.1 Number of outgoing students placed year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
72	38	84	7	1

File Description	Document
Self attested list of students placed	<a href="#">View Document</a>
Details of student placement during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 5.2.2 Percentage of student progression to higher education (previous graduating batch)

**Response:** 9.34

#### 5.2.2.1 Number of outgoing students progressing to higher education

Response: 37

File Description	Document
Upload supporting data for student/alumni	<a href="#">View Document</a>
Details of student progression to higher education	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

**Response:** 4.95

#### 5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations) year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
02	04	2	00	0

#### 5.2.3.2 Number of students who have appeared for the exams year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
20	40	42	30	0

File Description	Document
Upload supporting data for the same	<a href="#">View Document</a>
Number of students qualifying in state/ national/ international level examinations during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 5.3 Student Participation and Activities

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

**Response: 2**

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

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	02	00	00

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	<a href="#">View Document</a>
e-copies of award letters and certificates	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

**Response:**

Every academic year, student representatives for **Union** and **Gymkhana** are democratically elected by students for each class. Lady representatives are elected on the basis of their merit and participation in extracurricular activities. All students' representatives actively participate in various activities and programmes conducted by the college committees.

**Union**

The various council and representative committees in MESCC

### **1. IQAC**

Comprises of management representatives, teachers, alumni, and students representatives. It acts as a backbone for the effective conductance of academic and non- academic activities, and in meeting with the academic, infrastructural and library book bank facilities.

### **2. Planning forum**

A D Shroff was an eminent economist of our country, who was a strong advocator of Free play of the economy. On his memory, the forum of free enterprise, Mumbai has been organising a nationwide elocution competition among college students in order to encourage thinking power and public speaking skill. College Planning forum is regularly organising the prestigious A.D Shroff Memorial Interclass Elocution annually for interested students. The cash prize and certificates are sponsored by forum of free enterprise, Mumbai. In our institution this competition is being organised since 30 years.

### **3. Debate and literary circle.**

In view of the critical significance of language skills in globalized world, this committee helps students to participate in activities like debate, group discussion and quiz to develop their overall personality.

### **4. Arts Circle**

All the cultural activities in the college like freshers day, annual cultural festival are co-ordinated by this committee.

### **5. Youth Red Cross**

Blood donation camp arranged in the college with active participation of students and lecturers in collaboration with local hospitals.

### **6. Women's forum**

The objectives of this to empower women and girls in academia through imparting educational, awareness training programme to strengthen them towards leadership and self motivation to lead a confident life.

### **7. Youth festival**

Offers opportunities for interested and selected students to participate in cultural activities and showcase their talents at various levels as zonal level, interzonal level.

### **8. Centre for Entrepreneurship Development & Guidance**

Help the students to build better career through counselling, training and motivation.

### **9. Anti-Ragging committee**

Implementing rigid anti ragging measures to get ragging free campus.

### 10. N.S.S

Our college N.S.S volunteers work for social welfare and provide services to society, create awareness every academic year seven day camp are conducted for NSS students where concentration of camp is to develop and serve local community.

### 11. N.C.C

NCC to inculcate the spirit of patriotism, self-discipline and effective leadership

### Gymkhana

### Sports Committee

Motivating students to participate in various college level, intercollege level and university level sports competitions like Chess, Athletics, Volley ball, Table tennis, Yoga.

With the help of the above various committees, students are actively involved in curricular, cocurricular and extra-curricular activities.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

#### Response: 1

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	1	2	0	1

File Description	Document
Report of the event	<a href="#">View Document</a>
Number of sports and cultural activities / competitions organised per year	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 5.4 Alumni Engagement

### 5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

#### Response:

Ours, a prestigious Institution established in the year 1972, with a good number of reputed alumnus. Our alumnus are occupying prominent positions throughout India and abroad. The alumni of the college have regular contact with the institution. Their active participation and contribution in various capacity has helped the institution to strengthen from stage by stage. Some of the evident of alumni contributions are listed below;

1. Conducted a day programme on, “Chartered Accountancy as a Career”, special lecture delivered by our alumni CA. Prakash Hegde, Director, Deloitte India, Bangalore.
2. Every year, financial support for economically poor students while taking admission.
3. Willing contribution in kinds by some of the alumni for the renovation of auditorium.
4. Corpus amount of Rs.50,000/- contributed by one of the alumni i.e., Shri. Varindra Kamat, Chairman, Sub-Committee.
5. Cash prize of Rs.3000/- each for sports laurels.
6. Special lectures by prominent alumni.
7. Chartered Accountants, practicing in Sirsi, who are alumni of the college, guide our students for filing of income tax returns and also provide opportunity for our students for undertaking Articleship.
8. CA Arati Shettar, General Manager, Sirsi Urban Cooperative Bank Limited, Sirsi facilitate collection of fees from students during admission process through establishment temporary extension counter in the college premises.
9. College Sub-committee constituted by the Management for the overall betterment of the institutions consists of 5 members, among them 4 are our alumni who always strive hard for overall all progression of the institution.
10. Alumni also help in placement drive.

Some of our prominent alumnus include

S.No.	Name of Alumni	Employment /Profession
1	Mr. VarindraKamat	Leading Logistic Operator, Sirsi
2	CA ChandrahasKini	Chartered Accountant, Dubai
3	CA M S Shetty	Partner, Uday Shetty & Co., Sirsi
4	CA Sindhu Hegde	Assistant Manager,Luthra& Luthra



		CA Firm, Bangalore
5	CAGuruprasad Hegde	Working with UL Swadi& Co.CA Firm, Sirsi
6	CA Satish Hegde	Practicing Chartered Accountant
7	CA Varun Bhat	Practicing Chartered Accountant
8	CA Anant Kasarkod	Practicing Chartered Accountant
9	CA Venugopal Hegde	Practicing Chartered Accountant
10	CA Sanket Hegde	Practicing Chartered Accountant
11	CA Leelashree Bhat	Practicing Chartered Accountant
12	CA Ashwini Hegde	Practicing Chartered Accountant
13	CA Sunil Prabhu	Practicing Chartered Accountant, Pune
14	CA Vinuta Hegde	Practicing Chartered Accountant
15	CA Swati Hegde	Practicing Chartered Accountant
16	CS Omkar Gayatri	Practicing Company Secretary , Bangalore
17	Sandeep Nayak	Hotelier, Sirsi
18	CS Rajashri Bhat	Price Water House Cooper, Bangalore
19	CA Pradeep S N	Namma Metro. Bangalore
20	CA Praveen Chandra	Practicing Chartered Accountant
21	Ashwath Hegde	Dealer, Bharat Petroleumltd.Sirsi
22	CS Swati Hegde	Flipkart, Bangalore
23	CA AratiShettar	GM, The Sirsi Urban Co-operative Bank, Sirsi
24	CA MithunMalavade	Practicing Chartered Accountant
25	CA Vageesh Hegde	Practicing Chartered Accountant

This list is only a tip of an ice-berg.

Two Alumni re-union was held on 28th January, 2018 and 29th April, 2018 in the College.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

#### 5.4.2 Alumni contribution during the last five years(INR in Lakhs)

? 5 Lakhs

4 Lakhs - 5 Lakhs

3 Lakhs - 4 Lakhs

**1 Lakh - 3 Lakhs**

**Response:** <1 Lakh

File Description	Document
Alumni association audited statements	<a href="#">View Document</a>

#### **5.4.3 Number of Alumni Association / Chapters meetings held during the last five years**

**Response:** 0

##### **5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years	<a href="#">View Document</a>

## Criterion 6 - Governance, Leadership and Management

### 6.1 Institutional Vision and Leadership

#### 6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

**Response:**

The college has been organising its routine activities keeping in mind the Vision and Mission of our Institution. The decisions are evolved by Participative Decision Making process. The Management encourages and supports the improvement of staff in the institutional process in various ways. The Management always provides encouragement and facilities for its staff to enhance their intellectual capabilities. The academic achievement of the staff are duly recognised and appreciated by the management. The staff members are involved in carrying out both academic and administrative decisions. The Management works in democratic footing.

The Management has given conducive environment to its staff. In addition to this, college has implemented perspective plans. For example; introduction of Certificate courses like; Practical Account Writing,. Establishment of PG Centre, IBPS Coaching Class, Installation of CCTV Cameras, Renovation of Auditorium, etc and many more.

The Management incorporates Social, Moral and Intellectual values in its Vision and Mission Statement. It has strategies, methods and systems for excellence in teaching, learning and administration. The staff members are motivated to actively participate in decision making process.

The college administration is decentralised and different departments are given the guidelines to improve the Quality of Work. The staff meeting is conducted regularly to ensure effective co-ordination. The presence of co-ordination ensures organisation culture in the college.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

#### 6.1.2 The institution practices decentralization and participative management

**Response:**

The college promotes culture of participative management. The Head of the Institution in consultation with IQAC, senior staff chalk out the planning and implementation of various activities for the academic time frame. To decentralise and participative management the decisions are taken by the committees on the concerned issues unanimously with the consent of each member of the Committee.

Some of the major committees in the college are;

(a) Admission Committee (b) Time Table Committee (c) Attendance Committee (d) Examination Committee (e) Website and Union Committee consisting of cultural programmes.

**Admission Committee:** Management has given decentralisation of administration. Principal composes admission committee comprising of various subject teachers. Students seeking admission are counselled and guided.

**Time Table Committee:** After consideration of various subjects, time table is set accurately including practical session also. This has helped proper functioning of the class schedules without affecting even for temporary staff.

**Attendance Committee:** College has designed and implemented a software to keep track of regular absentees. With the help of this technological approach, any students remain absent for three classes for a day, the automated message will be reached to the parents of the student.

**Examination Committee:** It looks after the successful conduct of Internal Assessment and Semester Exams.

Likewise, Anti-Ragging Committee, RUSA Committee, Staff-Student Grievance Committee, Website Committee, Internal Complaints Committee play their respective roles.

#### **Admission Committee as a Case Study:**

The Principal calls the admission committee meeting at the end of previous academic year, representatives of each department are involved in admission committee. The admission procedure is framed keeping into consideration the various rules and regulations of the Government of Karnataka and Karnatak University. At the beginning of academic year the Principal addresses the admission committee members about admission procedure and amendments.

Each and every member of the committee is empowered with certain authority. Through participative management every committee member gets opportunity to contribute in admission process.

Admission process: Wide publicity is given through news papers, college website and social media for admission. The admission process starts with the issue of prospectus.

- Issue of prospectus
- Meet minimum entry requirement for chosen course
- Fill Application Form
- Preparation and display of Merit List
- Counselling of the students on the basis of merit list and choice of subject combination
- Approval from the Principal
- Payment of admission fees in the office

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

## 6.2 Strategy Development and Deployment

### 6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

#### Response:

Perspective Plan of the Institution are;

- 1.Establishment of coaching centre for various competitive examinations.For example; IBPS coaching classes, SSC, KPSC, Civil Services etc.
- 2.Establishment of M.Com programme.
- 3.Upgradation of Computer laboratories.
- 4.Procurement of Smartboards.
- 5.Mounting of CCTV for entire campus and hostel for security purpose.
- 6.Digging of 02 open wells in college campus and ladies hostel premises for supply of sufficient drinking facilities.
- 7.Installation of Purified Water Supply system.
- 8.Fixing of vitrified tiles in second floor.
- 9.Renovation of multipurpose auditorium.
- 10.Upgradation of Library
- 11.Conduct of On-campus interview.
- 12.Augmentation of sufficient learning resources and many more.

For any plan of the Institution to be implemented, this has to be brought to the notice of our Management and inturn Management involves wherever their role is needed to be essential and also guide the institution for strengthening on various aspects. Example of the proceedings are highlighted here below;

#### Renovation of Auditorium:

The physical/infrastructural requirement of our institution will be decided upon by the Principal in consultation with IQAC priority wise.

The Principal prepares the proposal of requirement and places it before the Management Sub-Committee.

The Sub-Committee peruses and if convinced, passes the resolution giving assent and it will be sent to Building Committee.

The Building Committee comprises of Architect and Engineers. It will prepare an estimate and blueprint. It

is then will be sent to Standing Committee.

The Standing Committee gives approval and invites tender and the tender with lowest quotation and also reputation of the contractor finalises the same and the work order will be issued accordingly.

The building committee visits the site regularly and inspects the work in progress to ensure that time bound is ensured.

File Description	Document
Any additional information	<a href="#">View Document</a>
Strategic Plan and deployment documents on the website	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

#### **6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism**

##### **Response:**

The Management Sub-Committee is the Apex body. It meets periodically and makes all major policy decisions regarding finance, faculty recruitment, infrastructure development and performance evaluation of Teaching and Non-Teaching Staff.

The college strictly adheres to rules and regulations laid down by the competent authorities like U.G.C, Government of Karnataka and University etc. to recruit staff. As and when vacancy arises due to retirement, introduction of new subject, under the strict instruction of the management, college recruits competent and qualified staff even before the filling up of regular vacancy by Government of Karnataka. To fill up the vacancy, advertisement is published in local news papers.

As and when the promotion is due, the management act upon immediately. The management provides a facility of annual increment and pay remuneration for the valuation of Internal Assessment papers to the management staff.

To cater the financial needs, the membership of Employee Co-Operative Society has been extended to staff appointed by management also.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 6.2.3 Implementation of e-governance in areas of operation

- 1.Planning and Development
- 2.Administration
- 3.Finance and Accounts
- 4.Student Admission and Support
- 5.Examination

A. All 5 of the above

B. Any 4 of the above

C. Any 3 of the above

D. Any 2 of the above

**Response:** B. Any 4 of the above

File Description	Document
Screen shots of user interfaces	<a href="#">View Document</a>
ERP Document	<a href="#">View Document</a>
Details of implementation of e-governance in areas of operation Planning and Development,Administration etc	<a href="#">View Document</a>

### 6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

**Response:**

Ours is a model college in conducting Internal Test. We conduct Internal Exam as per University norms and based on minutes of meetings.

**Internal assessment mechanism:**

The internal assessment is carried out as per the pattern prescribed by the affiliating university. At present for undergraduate students internal evaluation is for 20% of marks and post graduate students for 25% of the marks in each subject. The evaluation is to be made on the basis of two internal tests, one assignment

and attendance in each semester.

The first internal test is conducted at the completion of 8 weeks and second one after 12 weeks of each semester. The following strategies have been adopted by the institution for maintaining transparency in the internal evaluation system.

- A separate examination committee is formed to look into the issues relating to internal assessment.
- Teachers inform the students about the pattern of the internal examination well in advance.
- The examination notices are displayed well in advance and sufficient time is given to students for preparation.
- Two sets of question papers are to be set by teacher out of which one set will be randomly selected by the Chairman of the examination committee to maintain confidentiality of the question paper.
- The question paper will be printed outside the college and secrecy is maintained about the place where it will be printed.
- The sealed question paper bundle will be kept in safe custody in Principal's chamber.
- The question paper bundle is opened 30 minutes before the commencement of examination for supply to examination
- Seating arrangement for the student is made in such a way that no malpractice takes place.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 6.3 Faculty Empowerment Strategies

#### 6.3.1 The institution has effective welfare measures for teaching and non-teaching staff

##### Response:

The college is concerned about the well-being of its entire teaching and non teaching staff. Some of the major welfare for the staff are highlighted here below.

##### 1. Types of leave provided:

Types of leave	Teaching	Non-Teaching	Staff Management	appoi
Casual leave	15 days per annum	15 days per annum	15 days per annum	
Earned leave	10 days per annum	30 days per annum	10 days per annum	
Commuted leave	-	20days per annum		

**2. P.F facility:** 12 % P.F contribution will be deducted out of the salary with matching equal contribution



by management. This facility helps employees save a fraction of their salary every month so that they can use the same in an event that the employee is temporarily or no longer fit to work or at retirement.

**3. Annual weightage in monetary terms to management staff:** Annual weightage in the form of additional increment will be given to those who have successfully cleared NET, SLET examinations.

**4. ESI facility:** ESI facility will be provided to management staff. It's a type of social security scheme which oversees the provision of medical and cash benefits to the employees and their family. Two of our management staff has been benefited by this scheme.

**5. Group insurance:** Group insurance facility is also provided. It results in greater employee commitment and satisfaction.

**6. Employee's co-operative society:** It caters to the urgent financial needs of the staff. Earlier the membership was limited to only Permanent staff, Now steps have been taken to extend this facility to management staff also.

**7. Maternity leave:** The institution is providing maternity leave facility to its female staff. They are entitled to 90 days of leave along with their salary. One of our faculties has been benefited by this facility.

**8. Conducive environment for working:** There is conducive work environment characterized by adequate seating, lighting and washroom facilities.

**9. Canteen facility in campus with separate enclosure for ladies and staff:** Hygienic canteen facility is available in the campus at reasonable rate for both teachers and students.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

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

**Response: 0**

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of teachers provided with financial support to attend conferences, workshops etc during the last five years	<a href="#">View Document</a>

### 6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

**Response:** 0

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	0	00	0

File Description	Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

**Response:** 1.91

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	0	1	01

File Description	Document
Details of teachers attending professional development programs during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff****Response:**

The Institution has a 5 Tier System for evaluating the performance of Teaching and Non-Teaching Staff. The evaluation process passes through 5 stages.

- Self Evaluation
- Evaluation by Head of the Department
- Remarks by the Principal
- Remarks by the Sub Committee
- Remarks by the Management

1) Every faculty member at the end of the academic year has to fill up the self evaluation report. The report covers personal information and academic aspects such as subject taught, feedback about the students, conductance of co-curricular activities etc.

2) The Head of the Department thoroughly analyses the report and puts remarks on it and the same will be submitted to the Principal.

3) Subsequently, Principal goes through the report and he puts his remarks if needed and passes it to the sub-committee

4) Sub-committee put remarks if needed and hand over it to the management.

5) Finally, in consultation with the Principal, the Management gives suggestions for improvement.

Feedback about teachers is collected from the students through feedback forms in which they are asked to give their responses to questions covering different aspects of teachers' performance. Students are assured of the confidentiality of the report and they are encouraged to express their opinions freely and objectively.

File Description	Document
Any additional information	<a href="#">View Document</a>

**6.4 Financial Management and Resource Mobilization****6.4.1 Institution conducts internal and external financial audits regularly****Response:**

The financial accounts of our institution are audited every year by the certified Chartered Accountant. The financial auditor vouches and submits the Audit Report to the management together with the Auditor's

observations. The management gives necessary instructions to the Principal to plug the lacunae in maintenance of our financial accounts.

In addition to the regular internal audit conducted every year, the government machinery also conducts periodical financial audit and the report will be submitted to the government.

The accounts of National Service Scheme are audited every year. In respect of UGC grants, the utilisation report of purchases duly signed by the chartered accountant has to be sent to the UGC.

Minor errors of omission and commission pointed out by the audit team are rectified and steps are taken to avoid recurrence of such errors. To maintain transparency the transactions are carried through cheque/draft. No external audit has been conducted during last 5 years.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

#### **6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs)**

**Response:** 2.34

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0.10	0.40	0.81	1.0	0.03

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### **6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources**

**Response:**

The mobilization of funds and the effective utilization of resources are discussed in college sub committee

meeting. If no conclusions are arrived it is forwarded to standing committee and for further conclusions, if necessary, the file is forwarded to governing council which is the supreme authority.

- The college collects fees from the students as per the direction of University and the Government of Karnataka.
- The collected amount is utilised as per the prescribed set of norms.
- The institution also collects funds contributed by Philanthropists and Alumni. Such funds will be utilised as endowment prizes.
- The college receives salary support from the government for Grant-in-Aid posts in teaching and non teaching.
- To pay salary of staff appointed by management, the management mobilises funds which will be used for salary as well as development of infrastructure.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

## 6.5 Internal Quality Assurance System

### 6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

#### Response:

The IQAC frequently conducts meetings with its functionaries and chalks out concrete scheme of action and strategies for improved quality operative mechanism. It discusses about the improvement to be implemented in ICT and the various infrastructure requirements comprising of improvement of auditorium, additional computer systems to be installed, installation of CCTV camera, need based repairs to the building, etc.,

**Two practices institutionalized are explained below.**

#### Remedial Classes:

The college has practice of conducting remedial classes to the pupils who are experiencing difficulties in specific subjects and these classes will be extended to the students who couldn't attend the regular classes due to some or other reasons. For instance, College follows open end policy in admission. Because of this policy there are chances that some students are admitted to the college after clearing supplementary examinations. To bridge the gap of classes lost due to the late admission of the students, these remedial classes are of a great help.

#### In house seminar:

IQAC plays a significant role in conducting In House Seminar. The conductance of In house seminar aims

to provide pupils with the space to reflect on their career goals within the context of future expectations and to support preparation for developing their career.

To build entrepreneurial skills, College has conducted seminar on “Interaction with entrepreneur”. To keep pace with the competitive world, the college organises various seminars. College has conducted the seminar on “Career Opportunities in Commerce field”

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

#### **6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms**

##### **Response:**

The college asks the teachers to prepare teaching plan. Every year the Principal constantly monitors the teaching learning process. Once in a year a joint meeting of the faculty will be convened and conducted with the management to set right the grievances of the teachers and how to overcome the practical difficulties faced by the teachers in enhancing the quality initiative. With the help of IQAC, Business Lab has been introduced for conducting practical classes.

##### **Two examples are explained below:**

- **Student appraisal of the teacher and feedback analysis:**

This report covers academic aspects such as subjects taught, syllabus completion, teaching techniques used and learning methodology used like group discussions, tutorials, seminars, etc

Feedback about teachers is collected from the students. These feedback responses are carefully studied by IQAC and their findings are communicated to the principal who conveys the suggestions to individual teacher for improving their performance.

- **Overall development and Participation of Students** At the beginning of the academic year, faculty members submit their teaching plans. Every faculty maintains work diary. To support effective learning process, attendance committee will collect daily attendance report and submits it to the concerned clerk in turn it will be submitted to the principal. The students with the shortage of attendance could be asked to accompany their parents to know the exact reason for their absence.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

**Response:** 4.6

#### 6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
6	7	4	4	2

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
IQAC link	<a href="#">View Document</a>

### 6.5.4 Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements
- 2.Academic Administrative Audit (AAA) and initiation of follow up action
- 3.Participation in NIRF
- 4.ISO Certification
- 5.NBA or any other quality audit

**A. Any 4 of the above**

**B. Any 3 of the above**

**C. Any 2 of the above**

**D. Any 1 of the above**

**Response:** D. Any 1 of the above



File Description	Document
Details of Quality assurance initiatives of the institution	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Annual reports of institution	<a href="#">View Document</a>

#### **6.5.5 Incremental improvements made during the preceding five years (*in case of first cycle*) Post accreditation quality initiatives (*second and subsequent cycles*)**

##### **Response:**

The institution had undergone second cycle of NAAC Re-Accreditation process on 27 and 28th July 2012. Since previous Re-Accreditation most of the observations made by the Peer Team were fulfilled. In addition to that a lot of improvement has been made on the infrastructure side also.

But our effort to fill up the vacant staff position did not yield any result, it is only because of the freezing of the vacant seat in private college by the government of Karnataka. In spite of that our institution is making repeated efforts to get the approval from the government towards our initiative of quality enhancement.

- To give fillip to research and innovations, a separate cell has been constituted to encourage the research culture in the form of preparation of articles at National and International level seminars. With the help of Research Cell, our faculty are preparing themselves to appear for NET/SLET and other competitive exams. Two faculties and 3 students have cleared NET/SLET and conducted some research related seminars to inculcate research culture and also procured academic journals in the central library.
- Feedback system has been improvised and the necessary instructions have been passed on to the course teacher to improve their performance.
- ICT culture has been strengthened with cent percent utilisation of ICT at M.com department.
- Library facility has been upgraded with the usage of INBLIBNET, OPAC etc.,
- Since the academic year 2013, regular M.com course has been introduced with the intake of 40 in the beginning and thereafter to meet with the increased demand it has further been increased to 50.
- Almost all the Academic, Non-Academic and Infrastructure activities are under the overall supervision of IQAC in a systematic way.
- Management has established Career Guidance Institute wherein coaching classes for various competitive examinations, training sessions etc., are part of regular activities. This has impacted that majority of the students have been placed at campus interview, cleared competitive examinations, etc.
- Due to the advancement of teaching methodology, the overall institutional result is drastically increasing compared to neighbouring colleges. This has impacted increase in demand ratio of admission.
- MIS is implemented in office administration.



File Description	Document
Any additional information	<a href="#">View Document</a>

NAAC

## Criterion 7 - Institutional Values and Best Practices

### 7.1 Institutional Values and Social Responsibilities

#### 7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

**Response:** 4

7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
01	01	01	1	0

File Description	Document
Report of the event	<a href="#">View Document</a>
List of gender equity promotion programs organized by the institution	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 7.1.2

##### 1. Institution shows gender sensitivity in providing facilities such as:

1. Safety and Security
2. Counselling
3. Common Room

**Response:**

Life on campus comes with newfound excitement and fun, particularly for students living away from home, but it may also come with some risks. College and hostel life introduces new environments, new experiences, and new people, but it also creates new challenges inside and outside the classroom and hostels as well. Whether big or small, rural or urban, personal safety and security on campus are big concerns for teaching, non-teaching staffs and management of the educational institutions.

In our college, we emphasises more on student's safety and security. For the same purpose, anti-ragging committee has been formed as per the guidelines and the caution board is displayed at our institution, which reads as, "Any conduct whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness any other student, including in rowdy or undisciplined activities which cause or is likely to case annoyance, hardship or psychological harm or to raise fear or apprehension, there of in a fresher or a junior student or asking the students to do any act or perform something which such student will not in the ordinary course and which has the effect of causing or

generating a sense of shame or embarrassment. So as to adversely effect the physique or psyche of a fresher or a junior students.

Further, college has mounted surveillance cameras in classes, corridors and at hostel also. For the safety and hygiene of girl students at college and hostel, advanced napkin vending machines has been installed and warden ensures the periodical refilling. With the keen supervision of warden, nutritious, clean and hygienic food is provided to the students residing at hostel. To ensure this, wardentastes and test the food before providing it to the students. To ensure the safety and security of the hostel inmates, separate hostel committee has been formed and which is highly vigilant throughout the year. Security personnel are appointed and they provide security services 24\*7 to our hostel.

Our teaching and non-teaching staff closely monitor and address grievances of students if any. Grievances may be in terms of monetary, in terms of inferiority complex due to lack of English language skills etc. But our college staffs always stand by students whenever they are in need of it. A mentoring system has also been following in the institution for this purpose. Every teacher is allotted with 60 students .

We have provided a common room for girl students, which is well equipped with napkin vending machine, first aid kit with necessary medicines, resting bed and blankets.

File Description	Document
Any additional information	<a href="#">View Document</a>

### 7.1.3 Alternate Energy initiatives such as:

#### 1. Percentage of annual power requirement of the Institution met by the renewable energy sources

**Response:** 20

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

Response: 66

7.1.3.2 Total annual power requirement (in KWH)

Response: 330

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

**7.1.4 Percentage of annual lighting power requirements met through LED bulbs****Response:** 18.35**7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)****Response:** 60.555**7.1.4.2 Annual lighting power requirement (in KWH)****Response:** 330

File Description	Document
Details of lighting power requirements met through LED bulbs	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**7.1.5 Waste Management steps including:**

- Solid waste management
- Liquid waste management
- E-waste management

**Response:**

We are proud to say that minimal waste is generated in our campus. Waste generated in the campus is segregated as e-waste and solid waste. Old computers and other electronic gadgets and equipments are sold to junk dealers dealing with e-waste management. Students are asked to dispose waste only in the designated bins. All classes are provided with dustbins for solid waste disposal. Old newspapers, Books, used water bottles etc are sold to vendors dealing in recycling. College has plans to make the campus plastic free in the near future.

Students are encouraged to donate their unused notes and blank papers to under privileged and needy students in and around the city in association with many NGOs. For the same purpose, we have placed a carton box in our college in which students put their unused papers and note books.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

**7.1.6 Rain water harvesting structures and utilization in the campus**

**Response:****Rain Water Harvesting**

Water is our most precious natural resource and something that most of us take for granted. We are now increasingly becoming aware of the importance of water to our survival and its limited supply. The harvesting of rainwater simply involves the collection of water from surfaces on which rain falls, and subsequently storing this water for later use. Normally water is collected from the roofs of buildings and stored in rainwater tanks.

So far we were relying upon open well and bore well to suffice our water requirement. To conserve the most precious rain water, Rotary Club, Sirsi and MES College of Commerce have entered into memorandum of understanding for installation of Mega Project of “Rain Water Harvesting” at our college campus at an estimated cost of Rs. 58.33 Lakhs. With the great intention to conserve the water, Our College has agreed to provide the land for the lake to hold 50lakh litres of rain water which is sufficient to cover the requirements of all the MES institutions.

Having the student’s strength of more than 1000 along with hostel and canteen facility We have some more intentions to conserve the water at our college, like:

- 1.To recharge the ground water.
2. Wastage of water flowing through drain, gutter, or any water-cause can be stopped and damage to water-course of any type may be stopped.
3. Water-logging on roads and thoroughfares can be checked and localities can be saved from being inundated.
4. The quantity of water can be raised and soil erosion can be checked.
5. Rain water can be made potable (safe for human consumption) by methods such as boiling, filtering, and/or sterilization.
6. Rain water harvesting may help us to achieve the goal of water security.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

**7.1.7 Green Practices**

- **Students, staff using**
  - a) **Bicycles**
  - b) **Public Transport**
  - c) **Pedestrian friendly roads**
- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

**Response:**

A green campus is a place where environmental friendly practices and education combine to promote sustainable and eco-friendly practices in the campus. The green campus concept offers an institution the opportunity to take the lead in redefining its environmental culture and developing new paradigms by creating sustainable solutions to environmental, social and economic needs of the mankind.

In our institution, various initiatives has been taken to preserve the energy, which is the major concern of Karnataka state. There is an informal guidelines established at our institute like:

- Turning off the computers while not in use
- Activating power management features in every printers of the college
- Turning of the unnecessary lights and banking more upon daylight and ventilation
- Avoiding the use of decorative lights
- Using of LED bulbs, which consume less power
- Keeping lights off in class room, library, staff room and office when they are not in use
- Using of fans only when they are needed

In our college we, encourage our staff and students to use bicycles and public transport. More than 75% of our students commute on an average of 20 kms everyday and they are highly depending on public transportation. Intending to become paperless, We highly rely on technological advancements. We have minimised using of papers to issue notices and circulars, instead, this purpose is served by MES COLLEGE OF COMMERCE Whatsapp group in which every bit of communication among teaching and non-teaching staff is being done. It is apparently visible that our institution is situated in a lush green surroundings and We are adding our significant contribution to it. Our vicinity is well connected with the footpath pavers where by safety of the pedestrians has been ensured.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

#### **7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years**

**Response: 0**

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	00	00	00

File Description	Document
Details of expenditure on green initiatives and waste management during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. Physical facilities
2. Provision for lift
3. Ramp / Rails
4. Braille Software/facilities
5. Rest Rooms
6. Scribes for examination
7. Special skill development for differently abled students
8. Any other similar facility (Specify)

A. 7 and more of the above

B. At least 6 of the above

C. At least 4 of the above

D. At least 2 of the above

**Response:** D. At least 2 of the above

File Description	Document
Resources available in the institution for Divyangjan	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

**Response:** 0

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	00	00	00

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

**Response:** 0

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	00	00	00

File Description	Document
Report of the event	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 7.1.12

**Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal / Officials and support staff**

**Response:** Yes

File Description	Document
Any additional information	<a href="#">View Document</a>
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	<a href="#">View Document</a>

#### 7.1.13 Display of core values in the institution and on its website

**Response:** Yes



File Description	Document
Any additional information	<a href="#">View Document</a>
Provide URL of website that displays core values	<a href="#">View Document</a>

**7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations**

**Response:** Yes

File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**7.1.15 The institution offers a course on Human Values and professional ethics**

**Response:** No

File Description	Document
Any additional information	<a href="#">View Document</a>
Provide link to Courses on Human Values and professional ethics on Institutional website	<a href="#">View Document</a>

**7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions**

**Response:** Yes

File Description	Document
Any additional information	<a href="#">View Document</a>
Provide URL of supporting documents to prove institution functions as per professional code	<a href="#">View Document</a>

**7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years**

**Response:** 5

7.1.17.1 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
02	01	02	00	00

File Description	Document
List of activities conducted for promotion of universal values	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities

#### Response:

To keep the memories of the great Indians personalities, college organizes birth and death anniversaries of national leaders and all the motivational great personalities of India. Ambedkar Jayanti, Kanakadasa Jayanti, Valmiki Jayanti, to remember their work, sacrifice and dedication towards the nation, state, literature etc. The birth and death anniversaries are also celebrated to inspire and motivate students about the love and affection towards nation. College also arranges different types of competitions like essay writing, debate and poster making competition for students to enhance their love and affection for country. These types of festivals help to maintain tolerance within students regarding different cultures, traditions, religions and their lifestyles.

Students become aware about how people from different communities come together and celebrate festivals. To maintain the integrity within the nation, college also gives holidays to celebrate religious festivals like Diwali, Muharram, Christmas, Dussera, Mahashivratri, Good Friday, Mahavir Jayanti, Bakri Id etc.

India is the only nation which has more than 18 official languages. It's a diversified nation which is having number of religion, castes, subcastes, culture and traditions, so it's very hard to maintain religious tolerance within our country. So celebrating these types of programmes help to maintain integrity within nation. On the celebration of death and birth Anniversary, College arranges some functions in which they perform Pooja of the idols or photo frame of the respective personalities.

The College Principal delivers valuable informative lecture regarding life values of that personality. This celebration builds nationalism between students which is very helpful and important to make a student good and responsible citizen. College promotes these types of program or activities which help to develop religious tolerance

File Description	Document
Any additional information	<a href="#">View Document</a>

### 7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions

#### Response:

The Institution maintain transparency in financial aspects. The fees will be collected from the students as per the prescribed norms of Karnatak University, Dharwad and Government of Karnataka. The accounts of B.Com, M.Com. and Ladies hostel is handled by separate competent office staff who are well versed on accounting procedures. Our office is completely computerized. Accounting procedures are automated and records are maintained accurately. The day to day expenditure record being maintained by office, authorized by Principal with the approval of Chairman, Sub-Committee. Finance handling is very much transparent. At the end of the financial year, the Institutions financial accounts are subject to financial audit by a qualified Chartered Accountant. The Audit Report will be submitted to the Management together with the observations of the Auditors. The management passes on the observations to the Institution with remarks if any.

In addition to yearly audit, the Institution accounts are subjected to Government Audit conducted by the department of audit Government of Karnataka.

Regarding academic Audit, the Institution follows in open admission policy and the admission is as per the roster system prescribed by the Government regarding administrative set up under the overall control and supervision of the Principal. The work will be allocated among Office Superintendent, FDA, SDA, Typist etc.

Various activities will be under the direction and guidance of the principal. To conduct various programmes the concerned Co-ordinator/Public/ Convenors will submit an application to the Principal who inturn send to the Sub-Committee by getting approval from the Sub-Committee. By getting approval from the Sub-Committee the fund will be allocated the different portfolios.

In almost all the activities regarding the College affairs the same procedure will be followed. Further the accounts of the Institutions are subjected to internal and external audit.

File Description	Document
Any additional information	<a href="#">View Document</a>

## 7.2 Best Practices

### 7.2.1 Describe at least two institutional best practices (as per NAAC Format)

#### Response:

College has very many best practices for the effective delivery of curriculum and overall development of student career. Some of the practices are;

- (1) Well qualified, competent teachers.
- (2) Remedial Classes
- (3) Career Guidance Institute entitled, MES Career Guidance Institute.
- (4) Mentor system.
- (5) Outstanding academic result.
- (6) Facilitating financial support for needy students at the time of admission.
- (7) Endowment prizes.
- (8) Arrange of Issuance of Buss Passes.
- (9) Set of books for students in every semester.
- (10) Employee Welfare i.e., PF, ESI, Group Insurance, Earned Leave, CL, Maternity Leave, etc., for management staff.
- (11) Falicitating staff and students, Who have brought laurels to the college.
- (12) Special care during illness of the students and staff.
- (13) TA/DA facility for participation of Sports and Cultural events.
- (14) Good amount of blood donation
- (15) Sufficient learning resources
- (16) Good number of cocurricular and extra curricular activities.
- (17) Outstanding sem end result.
- (18) Champions at Zonal, Inter Zonal, Youth Festival continuously.
- (19) Parking, Canteen, Ladies' Hostel facility.
- (20) Greenary atmosphere.
- (21) Conducive atmosphere
- (22) Facilities for carrying out Research, Projects, Surveys.

(23) Safe Drinking water facility.

(24)

Evidence:

(1) Mrs. Renita Dsouza was on maternity leave from April 1st, 2018. By date 3 months salary and ESI monetary benefit was credited to her account by ESI. The xerox copy of her SB account is appended herewith.

(2) Similarly Prof. Harsha Prabhu, working as an Assistant Professor is also the beneficiary of ESI facility. His wife was admitted at Manipal and nearly RS.1,23,000/- being the delivery charges and post-delivery paid to the hospital.

### (3) Blood Donation

There are many hospitals situated near to our college. Whenever they are in need of blood for patients, they are always relying on our college blood donors.

Blood donation is one of the most important donation which can save one's life. The NCC cadets, NSS voluntaries and Red Cross and Youth Red Cross voluntaries and all the students of our institution are regularly donating their blood. We have conducted many blood donation camp, which is a very noble event of our college.

Our students are ready to donate their blood at any time during emergencies. The E-mail address and contact number have been recorded and maintained in the college to reach our students instantly.

AMONG THE ABOVE VARIOUS HEALTHY AND BEST PRACTICES TWO PROMINENT PRACTICES ARE ENUMERATED SEPARATELY AND UPLOADED THE SAME.

(1) Welfare Mechanism for Management Staff

(2) College Remarkable Contribution for Blood Donation

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

## 7.3 Institutional Distinctiveness

**7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust**

**Response:**

We have produced N number of successful professionals like CAs, Lawyers, Management experts, Lecturers etc. We have students not only from Sirsi Taluk, but also from many places from various districts. Even though there are many other colleges situated in and around the city, number of student inflow to our college is increasing year on year, eventually our result also. Our college is equally encouraging curricular, co-curricular and social activities.

**VISION:** Shaping the students with the educational inputs to meet the challenges of change in socio-economic environment

**MISSION:** Continuous upgradation of knowledge, skill and human values of our teachers and students.

We are very much aware of our responsibility to our students and do our very best to provide a most friendly and growth oriented ambience for them. We do everything in our capacity to ensure excellent standards that would secure them leadership in tomorrow's challenging world.

The vision behind the establishment of the college is to spread the light of knowledge and wisdom to kindle the ardour of faith does justice by Forming men and women for others who are:

- Academically accomplished
- Emotionally balanced
- Morally upright
- Socially responsible
- Ecologically sensitive
- Professionally dedicated

**INTEGRAL FORMATION:**

- National Awareness is fostered through talks and seminars related to the building up of the nation and National Days are observed
- NSS and NCC cadets involving in various social activities
- Extension Activities and Outreach Programs are focused on the integral formation of the students

**STRIVE FOR TRUTH AND SERVICE:**

- We provide quality education to our students
- Integrity and transparency are reflected in all the endeavours of the institution from the Admission process up to the conformant of Degree /placement and even beyond
- The institution stands for humanity, for tolerance, for reason, for the adventure of ideas and for the search for truth. For this we create an environment that fosters teamwork, cooperation and mutual support
- The institution believes in the policy of inclusion and promotes the nation building qualities of equality, justice and fraternity.

The commitment and the dedication of management and faculty members enabled the college to thrive well over the years. It is considered as leader in heralding best of education in commerce at university level.

Our institute offers quality education by charging less fees. It is possible only when the institution wants to

serve the cause of good education without exploiting the ignorance of people. Later We felt the necessity of post-graduation in commerce and established M.com during the year 2013-14 to promote higher education in commerce as priority area. Our institution, through quality education lays better foundation to students aspiring for professional courses like CAs, CMA, CS, MBA and others. In spite of great demand for the UG and PG offered, our institution sticks to its vision of providing the need based education at affordable charges. Therefore, the thrust area of the management of the institution is to serve people of oppressed categories without exploiting them under the pretext of quality education. In addition, the management distributes scholarships

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

## 5. CONCLUSION

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### Additional Information :

After the 2nd cycle accreditation of the institution, following some of the implementations been made in consultation with Management -

- (1) introduction of M.Com. degree in 2013-14.
- (2) To cater M.Com degree, constructed a separate building with all necessary facilities.
- (3) Renovation of Canteen Building with safety measures.
- (4) Extension of Surveillance Cameras in the main campus and at ladies hostel.
- (5) Installation of Safe Drinking Water facility in college, canteen and ladies hostel.
- (6) Special care for girl students by facilitating napkin disposal machine.
- (7) Renovation of Auditorium with the budget of Rs.30.0 lakhs.
- (8) Automation of Library.
- (9) Implementation of MIS in office administration.
- (10) For the sufficient water facility, dug 2 open well in the campus.
- (11) College recognized and appreciated for good amount of Blood donation.
- (12) Welfare measures for management staff.
- (13) Championship in Youth Festival and various competition at university level.

### Concluding Remarks :

The Management, staff and students of the college are very grateful to the NAAC which actively involved in bringing the image of the college to the main stream. The process of NAAC has made tremendous impact on the Management and teachers. We have carefully compiled every information based on the available facts and figures to the best of our abilities and knowledge. Further, we always seek the guidance from the NAAC for the process of reaccreditation.



## 6.ANNEXURE

### 1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.1.2	<p>Number of certificate/diploma program introduced during the last five years</p> <p><b>1.1.2.1. Number of certificate/diploma programs introduced year-wise during the last five years</b></p> <p>Answer before DVV Verification:</p> <table><tr><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td><td>2013-14</td></tr><tr><td>0</td><td>1</td><td>0</td><td>1</td><td>1</td></tr></table> <p>Answer After DVV Verification :</p> <table><tr><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td><td>2013-14</td></tr><tr><td>0</td><td>00</td><td>0</td><td>00</td><td>00</td></tr></table> <p>Remark : Since the HEI has discontinued the DBF and the certificate course, neither of these could be considered as having been inducted.</p>	2017-18	2016-17	2015-16	2014-15	2013-14	0	1	0	1	1	2017-18	2016-17	2015-16	2014-15	2013-14	0	00	0	00	00
2017-18	2016-17	2015-16	2014-15	2013-14																	
0	1	0	1	1																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
0	00	0	00	00																	
1.2.1	<p>Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years</p> <p><b>1.2.1.1. How many new courses are introduced within the last five years</b></p> <p>Answer before DVV Verification : 01</p> <p>Answer after DVV Verification: 25</p>																				
1.2.3	<p>Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years</p> <p><b>1.2.3.1. Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years</b></p> <p>Answer before DVV Verification:</p> <table><tr><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td><td>2013-14</td></tr><tr><td>26</td><td>46</td><td>50</td><td>37</td><td>0</td></tr></table> <p>Answer After DVV Verification :</p> <table><tr><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td><td>2013-14</td></tr><tr><td>0</td><td>0</td><td>0</td><td>0</td><td>0</td></tr></table>	2017-18	2016-17	2015-16	2014-15	2013-14	26	46	50	37	0	2017-18	2016-17	2015-16	2014-15	2013-14	0	0	0	0	0
2017-18	2016-17	2015-16	2014-15	2013-14																	
26	46	50	37	0																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
0	0	0	0	0																	
1.3.2	<p>Number of value added courses imparting transferable and life skills offered during the last five years</p> <p><b>1.3.2.1. Number of value-added courses imparting transferable and life skills offered during the</b></p>																				

last five years

Answer before DVV Verification : 4

Answer after DVV Verification: 00

### 1.3.3 Percentage of students undertaking field projects / internships

#### 1.3.3.1. Number of students undertaking field projects or internships

Answer before DVV Verification : 396

Answer after DVV Verification: 00

### 2.1.2 Average Enrollment percentage

(Average of last five years)

#### 2.1.2.1. Number of students admitted year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
1149	1141	1081	1036	936

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
408	399	410	404	321

#### 2.1.2.2. Number of sanctioned seats year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
1180	1180	1180	1170	1120

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
410	410	410	410	400

### 2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

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

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
415	372	321	305	251

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
177	138	125	137	84

2.3.2	<p>Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.</p> <p>2.3.2.1. Number of teachers using ICT Answer before DVV Verification : 18 Answer after DVV Verification: 15</p> <p>Remark : As per the HEI attached data with the Metric in response.</p>																				
2.3.3	<p>Ratio of students to mentor for academic and stress related issues</p> <p>2.3.3.1. Number of mentors Answer before DVV Verification : 22 Answer after DVV Verification: 18</p>																				
2.4.3	<p>Teaching experience per full time teacher in number of years</p> <p>2.4.3.1. Total experience of full-time teachers Answer before DVV Verification : 280 years Answer after DVV Verification: 247 years</p>																				
2.4.4	<p>Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years</p> <p>2.4.4.1. Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years Answer before DVV Verification:</p> <table><tr><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td><td>2013-14</td></tr><tr><td>0</td><td>1</td><td>0</td><td>2</td><td>1</td></tr></table> <p>Answer After DVV Verification :</p> <table><tr><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td><td>2013-14</td></tr><tr><td>0</td><td>00</td><td>0</td><td>00</td><td>01</td></tr></table> <p>Remark : Dr. S. K. Hegde’s Award iwhich has been awarded subsequent to the previous NAAC accreditation the HEI may be considered.</p>	2017-18	2016-17	2015-16	2014-15	2013-14	0	1	0	2	1	2017-18	2016-17	2015-16	2014-15	2013-14	0	00	0	00	01
2017-18	2016-17	2015-16	2014-15	2013-14																	
0	1	0	2	1																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
0	00	0	00	01																	
2.6.3	<p>Average pass percentage of Students</p> <p>2.6.3.1. Total number of final year students who passed the examination conducted by Institution. Answer before DVV Verification : 341</p>																				

Answer after DVV Verification: 1710

2.6.3.2. Total number of final year students who appeared for the examination conducted by the institution

Answer before DVV Verification : 351

Answer after DVV Verification: 1751

Remark : Because of change in the applicability and nomenclature the data has a mismatch. Whereas the HEI has provided numbers for the current year the DVV values are Total number of final year students who appeared for the examination conducted by the institution. The total number of final year students who passed the examination conducted by Institution however is an estimate of the pass % of five years based on the result of 2017-18 when 386 out of 394 students passed.

3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

3.2.2.1. Total number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
0	1	2	0	0

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
0	00	00	0	0

3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

Answer before DVV Verification : Yes

Answer After DVV Verification: No

Remark : As per the HEI there is no specific policy as such on providing incentive to teachers who receive State, National, International recognition /awards.

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

3.3.5.1. Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
4	4	10	11	4

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
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4	4	10	09	02
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3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

3.4.2.1. Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
1	1	2	0	0

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	00	0	0

3.4.3 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the last five years

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

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
11	4	6	5	4

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
09	03	04	03	03

3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

3.4.4.1. Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
657	620	605	555	608

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	00	00	00

3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

3.5.2.1. Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
1	1	1	1	1

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	00	00	00

4.1.3 Percentage of classrooms and seminar halls with ICT - enabled facilities such as smart class, LMS, etc

4.1.3.1. Number of classrooms and seminar halls with ICT facilities

Answer before DVV Verification : 5

Answer after DVV Verification: 2

4.2.6 Percentage per day usage of library by teachers and students

4.2.6.1. Average number of teachers and students using library per day over last one year

Answer before DVV Verification : 62

Answer after DVV Verification: 22

Remark : As per the HEI input attached with the Metric in response.

5.1.3 Number of capability enhancement and development schemes –

1. For competitive examinations
2. Career counselling
3. Soft skill development
4. Remedial coaching

5. Language lab

6. Bridge courses

7. Yoga and meditation

8. Personal Counselling

Answer before DVV Verification : B. Any 6 of the above

Answer After DVV Verification: D. Any 4 of the above

5.2.2 Percentage of student progression to higher education (previous graduating batch)

5.2.2.1. Number of outgoing students progressing to higher education

Answer before DVV Verification : 93

Answer after DVV Verification: 37

5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1. Number of students qualifying in state/ national/ international level examinations (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations) year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
4	9	2	1	0

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
02	04	2	00	0

5.2.3.2. Number of students who have appeared for the exams year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
20	40	42	30	0

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
20	40	42	30	0

Remark : As per the HEI attached data with the Metric in response. State exam for PSI has been considered while exam for forest guard and Account Asst is not of the same level as NET or SLET.

5.3.1	<p>Number of awards/medals for outstanding performance in sports/cultural activities at national / international level (award for a team event should be counted as one) during the last five years.</p> <p>5.3.1.1. Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table><tr><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td><td>2013-14</td></tr><tr><td>5</td><td>8</td><td>11</td><td>5</td><td>5</td></tr></table> <p>Answer After DVV Verification :</p> <table><tr><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td><td>2013-14</td></tr><tr><td>00</td><td>00</td><td>02</td><td>00</td><td>00</td></tr></table>	2017-18	2016-17	2015-16	2014-15	2013-14	5	8	11	5	5	2017-18	2016-17	2015-16	2014-15	2013-14	00	00	02	00	00
2017-18	2016-17	2015-16	2014-15	2013-14																	
5	8	11	5	5																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
00	00	02	00	00																	
6.3.3	<p>Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years</p> <p>6.3.3.1. Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table><tr><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td><td>2013-14</td></tr><tr><td>1</td><td>1</td><td>0</td><td>2</td><td>0</td></tr></table> <p>Answer After DVV Verification :</p> <table><tr><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td><td>2013-14</td></tr><tr><td>00</td><td>00</td><td>0</td><td>00</td><td>0</td></tr></table>	2017-18	2016-17	2015-16	2014-15	2013-14	1	1	0	2	0	2017-18	2016-17	2015-16	2014-15	2013-14	00	00	0	00	0
2017-18	2016-17	2015-16	2014-15	2013-14																	
1	1	0	2	0																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
00	00	0	00	0																	
6.3.4	<p>Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years</p> <p>6.3.4.1. Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table><tr><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td><td>2013-14</td></tr><tr><td>5</td><td>4</td><td>0</td><td>1</td><td>0</td></tr></table> <p>Answer After DVV Verification :</p> <table><tr><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td><td>2013-14</td></tr><tr><td></td><td></td><td></td><td></td><td></td></tr></table>	2017-18	2016-17	2015-16	2014-15	2013-14	5	4	0	1	0	2017-18	2016-17	2015-16	2014-15	2013-14					
2017-18	2016-17	2015-16	2014-15	2013-14																	
5	4	0	1	0																	
2017-18	2016-17	2015-16	2014-15	2013-14																	



00	00	0	1	01
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Remark : As per the HEI attached data with the Metric in response. Number of one faculty member, who attended FDP in 2013-14, has been included.

7.1.1	<p>Number of gender equity promotion programs organized by the institution during the last five years</p> <p>7.1.1.1. Number of gender equity promotion programs organized by the institution year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table><tr><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td><td>2013-14</td></tr><tr><td>2</td><td>5</td><td>3</td><td>1</td><td>0</td></tr></table> <p>Answer After DVV Verification :</p> <table><tr><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td><td>2013-14</td></tr><tr><td>01</td><td>01</td><td>01</td><td>1</td><td>0</td></tr></table>	2017-18	2016-17	2015-16	2014-15	2013-14	2	5	3	1	0	2017-18	2016-17	2015-16	2014-15	2013-14	01	01	01	1	0
2017-18	2016-17	2015-16	2014-15	2013-14																	
2	5	3	1	0																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
01	01	01	1	0																	
7.1.8	<p>Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years</p> <p>7.1.8.1. Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)</p> <p>Answer before DVV Verification:</p> <table><tr><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td><td>2013-14</td></tr><tr><td>1.46</td><td>4.16</td><td>1.64</td><td>2.19</td><td>3.57</td></tr></table> <p>Answer After DVV Verification :</p> <table><tr><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td><td>2013-14</td></tr><tr><td>00</td><td>00</td><td>00</td><td>00</td><td>00</td></tr></table> <p>Remark : As per the HEI attached data with the Metric in response. The HEI has provided generic balance sheet that has no element of expenditure on green initiatives and waste management excluding salary component year-wise during the last five years.</p>	2017-18	2016-17	2015-16	2014-15	2013-14	1.46	4.16	1.64	2.19	3.57	2017-18	2016-17	2015-16	2014-15	2013-14	00	00	00	00	00
2017-18	2016-17	2015-16	2014-15	2013-14																	
1.46	4.16	1.64	2.19	3.57																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
00	00	00	00	00																	
7.1.10	<p>Number of Specific initiatives to address locational advantages and disadvantages during the last five years 7.1.10.1. Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table><tr><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td><td>2013-14</td></tr><tr><td>6</td><td>6</td><td>5</td><td>5</td><td>3</td></tr></table>	2017-18	2016-17	2015-16	2014-15	2013-14	6	6	5	5	3										
2017-18	2016-17	2015-16	2014-15	2013-14																	
6	6	5	5	3																	

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	00	00	00

7.1.11	<p>Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)</p> <p>7.1.11.1. Number of initiatives taken to engage with and contribute to local community year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table><tr><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td><td>2013-14</td></tr><tr><td>1</td><td>1</td><td>1</td><td>1</td><td>1</td></tr></table> <p>Answer After DVV Verification :</p> <table><tr><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td><td>2013-14</td></tr><tr><td>00</td><td>00</td><td>00</td><td>00</td><td>00</td></tr></table>	2017-18	2016-17	2015-16	2014-15	2013-14	1	1	1	1	1	2017-18	2016-17	2015-16	2014-15	2013-14	00	00	00	00	00
2017-18	2016-17	2015-16	2014-15	2013-14																	
1	1	1	1	1																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
00	00	00	00	00																	
7.1.12	<p>Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff</p> <p>Answer before DVV Verification : Yes</p> <p>Answer After DVV Verification: Yes</p> <p>Remark : As per the HEI attached data with the Metric in response.</p>																				
7.1.15	<p>The institution offers a course on Human Values and professional ethics</p> <p>Answer before DVV Verification : Yes</p> <p>Answer After DVV Verification: No</p>																				
7.1.17	<p>Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years</p> <p>7.1.17.1. Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table><tr><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td><td>2013-14</td></tr><tr><td>5</td><td>4</td><td>6</td><td>3</td><td>3</td></tr></table> <p>Answer After DVV Verification :</p>	2017-18	2016-17	2015-16	2014-15	2013-14	5	4	6	3	3										
2017-18	2016-17	2015-16	2014-15	2013-14																	
5	4	6	3	3																	

2017-18	2016-17	2015-16	2014-15	2013-14
02	01	02	00	00

**2.Extended Profile Deviations**

ID	Extended Questions																								
1.1	Number of courses offered by the institution across all programs during the last five years Answer before DVV Verification : 02 Answer after DVV Verification : 72																								
2.2	Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years  Answer before DVV Verification: <table><tr><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td><td>2013-14</td></tr><tr><td>590</td><td>590</td><td>590</td><td>585</td><td>560</td></tr></table> Answer After DVV Verification: <table><tr><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td><td>2013-14</td></tr><tr><td>205</td><td>205</td><td>205</td><td>205</td><td>200</td></tr></table>					2017-18	2016-17	2015-16	2014-15	2013-14	590	590	590	585	560	2017-18	2016-17	2015-16	2014-15	2013-14	205	205	205	205	200
2017-18	2016-17	2015-16	2014-15	2013-14																					
590	590	590	585	560																					
2017-18	2016-17	2015-16	2014-15	2013-14																					
205	205	205	205	200																					
3.1	Number of full time teachers year-wise during the last five years  Answer before DVV Verification: <table><tr><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td><td>2013-14</td></tr><tr><td>22</td><td>22</td><td>23</td><td>22</td><td>24</td></tr></table> Answer After DVV Verification: <table><tr><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td><td>2013-14</td></tr><tr><td>21</td><td>20</td><td>21</td><td>20</td><td>22</td></tr></table>					2017-18	2016-17	2015-16	2014-15	2013-14	22	22	23	22	24	2017-18	2016-17	2015-16	2014-15	2013-14	21	20	21	20	22
2017-18	2016-17	2015-16	2014-15	2013-14																					
22	22	23	22	24																					
2017-18	2016-17	2015-16	2014-15	2013-14																					
21	20	21	20	22																					
4.1	Total number of classrooms and seminar halls Answer before DVV Verification : 16 Answer after DVV Verification : 12																								
4.2	Total Expenditure excluding salary year-wise during the last five years ( INR in Lakhs)  Answer before DVV Verification: <table><tr><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td><td>2013-14</td></tr><tr><td>35.47</td><td>48.13</td><td>52.27</td><td>54.08</td><td>39.38</td></tr></table> Answer After DVV Verification: <table><tr><td></td><td></td><td></td><td></td><td></td></tr></table>					2017-18	2016-17	2015-16	2014-15	2013-14	35.47	48.13	52.27	54.08	39.38										
2017-18	2016-17	2015-16	2014-15	2013-14																					
35.47	48.13	52.27	54.08	39.38																					

2017-18	2016-17	2015-16	2014-15	2013-14
39.95	52.76	55.24	56.52	44.37

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