



# **SELF STUDY REPORT**

**FOR**

**4<sup>th</sup> CYCLE OF ACCREDITATION**

**B L D E A'S A. S. PATIL COLLEGE OF COMMERCE**

**BLDE ASSOCIATIONS, NEW CAMPUS , B.M.PATIL ROAD (SOLAPUR ROAD),**

**VIJAYAPUR**

**586103**

**<https://www.bldeaspcc.ac.in>**

**Submitted To**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**December 2021**

# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

B.L.D.E. Association, founded in the year 1910 has been catering to the educational needs of people in North Karnataka. It had a great visionary like Vachana Pitamaha Dr P.G. Halakatti, founding father and great statesman like Shri. B.M. Patil, Ex-Minister, Govt. of Karnataka as custodian. Moreover, it always had the spiritual and moral blessings of Seer Poojya Banthnal Shivayogi. Today it is progressing under the iconic leadership of Dr M. B. Patil, Ex-Home Minister, Govt. of Karnataka, President, B.L.D.E. Association and renowned academician, Shri. G.K. Patil, Ex-MLC, Teacher Constituency, is the General Secretary and Treasurer of the Association. The B.L.D.E. A's Centenary celebration itself is the testimony of selfless service in the cause of education and the establishment of B.L.D.E. Deemed to be University has become another feather in the cap. It has set an unparalleled example with the establishment of more than 75 institutions under its parental umbrella.

A.S. Patil, a pivot college, came into the existence in June 1961. This college was erstwhile affiliated to Karnataka University Dharwad. After getting fully functional on 19th December 1966, motivating ourselves with dedication towards the social obligation, we started working on the motto '*Udyamena Hi Vaibhavam*' (Enterprise Indeed is Prosperity). Later, the college got affiliated to Rani Channamma University Belagavi in the year 2010 and it is now permanently a part of the said university included under sections 2(f) & 12(b) of the UGC Act. The college being an "Autonomous Institution" since July 2008 and it is accredited with 3.28 CGPA (3rd Cycle) at Grade 'A' by NAAC is a testimony to its blemish-less record. The college campus has a magnificent modern building with ICT enabled classrooms, state-of-the-art labs, a fully networked environment, a resourceful library & a spacious playground. The constant quest for excellence has always been an inspiring factor at our college to set benchmarks in the field of education by offering UG and PG programmes along with Value Added Courses. The institution has already adopted CBCS in its UG and PG Courses with a prime focus on skill development, employability and entrepreneurship.

### **Vision**

To emerge as a renowned educational institution producing enterprising human resources through meaningful innovation offering commerce, management, entrepreneurship, and computer education with service to mankind

### **Mission**

To provide a strong edifice in nurturing an environment for the holistic growth of learners and contribute to nation-building activities through skill development focus

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

### **Institutional Strength**

1. Highly qualified, experienced, and research-oriented diverse teaching faculties.
2. Opportunity oriented courses.
3. Integration amongst education and other activities.
4. Multi-Disciplinary approach for building career focused education.
5. Grievance redressal mechanism
6. Vibrant and active campus
7. Branded autonomous Institute
8. Utmost infrastructure
9. Aggressive monitoring process by B L D E Association amounts to **Standard Operating Procedures.**
10. New building in vast campus.
11. The surrounding colleges often take assistance from this institution such as inviting resource persons and further as a consulting faculty.
12. Getting guidance to the students from competent alumni,
13. Efficient and proactive student council.
14. Research projects funded by Government and other agencies are undertaken.
15. Financial assistance is provided to cope up with the financial need for the students coming from economically weaker sections.
16. Bridge courses and remedial classes are run successfully for students coming from different streams and presently studying in any other discipline to be at par with other students studying in that discipline.
17. Providing accommodation facilities (hostel) for the students coming from other cities far from designated place.
18. Cordial relations of the faculties with the entire parental community.
19. Strict supervision by the Principal on the overall functioning of the institute.
20. Effective communication between students and teaching staff and Management.

### **Institutional Weakness**

1. Limited resources for vocational training
2. IPR initiatives
3. No direct collaboration with the emerging industries for the placement of the competent students.
4. Lacking financial support for the eligible candidates willing to have the “**START-UPS**” and “**STAND-UPS**”
5. Memorandum of Understanding with Global Research Institutes.

### **Institutional Opportunity**

1. The students are fully trained and make themselves capable to face the challenges in the fields of entrepreneurship. Hence after completion of the designated qualifications, can immediately go for their startups.
2. As nearby there is no co-educative university, the college has tremendous opportunity to grow into a hub of higher studies.-
3. Being well-known for the educational contribution to the society, there is a strong linkage between the stakeholders and the society as a whole and the impugned institute.
4. Continuous increase in society's share price looking into the various aspects wherein this institute is functional.
5. Scope for FDPs and MDPs.
6. Opening of the separate streams for technical education to be offered in fisheries, protection of the different species and living creatures in the water being centrally located institute and existence of the well-known tanks and dams in the radius less than 100 km.
7. Expanding green environment.

### **Institutional Challenge**

1. Competitive placement of students nationally and internationally.
2. Facing upcoming institutes' national and international level.
3. Protecting and increasing the institutes' brand.
4. Space constraints in providing accommodation to more students coming from states other than Karnataka.
5. Collection of more and more funds to cope up with the vital financial needs for increasing overall infrastructure of the institute.
6. Reaching to the proper Government authorities for sponsoring the research related projects.
7. Financial supports from different funding agencies.

## **1.3 CRITERIA WISE SUMMARY**

### **Curricular Aspects**

Ours is one of the largest colleges of North Karnataka which provides opportunities for higher education to the deprived class of the society. Since its inception, the college has been instrumental in churning out an army of academically sound graduates and postgraduates who have achieved many feats in their respective fields and brought glory to the institution.

Apart from offering programs in discipline courses, Language courses, Foundation courses, Interdisciplinary courses, the college offers value-added courses too. These are primarily skill-oriented programs that enhance

students' employability skills.

College faculty members are actively involved in designing the curriculum and implementation of the same to cope up with the changing needs of the industries.

The College promotes the use of technology by providing technological infrastructure as required by the curriculum, encouraging students to make power-points, promoting live projects and technical exhibitions; and by creating Google classrooms, etc. The scope for inculcating social responsibility, national integration and core values has been provided through curricular, co-curricular, extra-curricular and extension activities of the college. The faculty members contribute to the development of the curriculum by participating in the Board of Studies, Academic Council and Governing Body as members and their respective forums. Commerce students have a fixed programme with flexibility in the final year (V and VI Semesters). The feedback from stakeholders helps us in planning for innovations in curriculum, co-curricular and other extensive activities of the college. This mechanism will lead to exploring youth capabilities for social service, enterprising and self-reliance.

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

Given due respect to the vision, mission and objective of the Institute we are sure that our institute is fully capable of taking ahead of the educational and academic needs of this society with the complete utilization of the competent faculties of our esteemed Institute. We strongly believe in inclusion policy, thereby accommodating the students from all sections of the society irrespective of their caste, culture, educational background of the parents, economic conditions of the family so on and so forth. This method of enabling the different types of students to take education makes it mandatory to distinguish the students in the category of slow learners and advanced learners and accordingly the different ways of teaching being adopted as per their calibre, aspiring powers etc. The student-centric methods such as experiential, participative, problem-solving methodologies are the main distinctions in enhancing learning experiences. For carrying out the entire programme, in the respective academic year, the institute prepares an academic calendar. A standardized procedure of Parent University, Belagavi is being followed for conducting the examination, valuation, revaluation of the papers if demanded etc. The institute conducts the Internal Assessment tests and at the final stage, the end semesters examination to allot degrees. We have effective communication systems for the post-graduation and under graduation students for guiding them in the case of PO and CO with the primary objective of enhancing their skills to compete with the world's best talents.

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

The faculty members of the institution are continuously involved in research & its associated activities. Despite the regular academic routine matters faculties are involved in publishing papers, chapters, and textbooks. Thus the Faculty efforts can be witnessed in 4 Textbooks with ISBN, 78 Publications by Faculty in the reputed journals ( National/International), 31 Chapters in Textbooks, and one MRP of Total Rs.4.00,000 funded by ICSSR, New Delhi. Three Publications by the faculty members have been awarded Best Paper Award. The students are also encouraged in research activities and the efforts by the students are also witnessed in 5 Chapters and 13 publications. Faculty members of our Institution are not only recognized as resource persons to other various institutions but also are assigned to conduct various training programs and workshops at the institution. Training Programs, Workshops, Faculty Development Programs, Capacity Building Programs, Webinars are regularly organized for the welfare of students and teachers. The revenue generated through Corporate Training is entirely credited to the college fund and later utilized for other development activities of

the College. MOU-associated activities have enhanced the student's calibre in various disciplines. Awards and Recognition to the Institution have made the fame of the institution shine high in fine flying colours. The involvement in NSS & YRC associated activities has added a feather to the institution's crown by getting recognized on a broader outlook, thus bringing brilliance in Education and Research.

### **Infrastructure and Learning Resources**

The institution has always focused on the availability of sufficient infrastructure and teaching-learning resources. Thus, enabling an effective resourceful campus. The institution is housed with two large buildings, consisting of three floors each. These buildings contain ICT enabled classrooms, administrative offices, Principal and Director Chamber, seminar halls, auditorium, Placement cell, etc., The institution is equipped with well-established computer labs, language lab interconnected with 52 Mbps Internet Connectivity and Wi-Fi facility, Sports, and recreation centre. Adjacent to the college buildings, there is a playground with a 400-metre track and other sports including a swimming pool. The entire college is powered by electricity supplied by HESCOM and backed up by a 150KVA Diesel generator, with sufficient UPS backup for all the computers. Both the buildings are adequately housed with proper, clean, and hygienic washrooms for all, separated by gender. An All-time accessible ramp is available for people with special needs. Asphalted double lane divided road with the footpath. The college owns 3 buses for students/staff commute. The gym facility is kept open for our students and all the registered users. A library with an exhaustive collection of books and e-resources enables a better learning environment. As a fire preventive measure, adequate fire extinguishers are placed. A separate Hostel facility for girl students is available with 28 rooms housing 3 students each. The examination section is fixed with motion detectors and an alarm system to prevent unauthorised access. Sickroom to address the needs of ill students with First Aid facility is available.

### **Student Support and Progression**

The Institution believes in inclusion and reaches to the remote, underprivileged students to get economic support for their education. The institution has well-structured and mechanised guidance for counselling the students. In this process, various types of Government and Non-Government scholarships are distributed to the SC/ST/OBC and other Minorities.

The Institution provides necessary assistance to students to enable them to gain experience and compete with global challenges and cares for the student's overall performance and the alumni profiles and ensures their progression towards higher education and career.

### **Medical Assistance**

As stated supra, with the assistance of NSS, the Rotary club organises medical check-ups, and YRC continuously focuses on conducting workshops on health-related issues and organise Blood donation camps.

### **Awareness Programme**

It is a need of time for motivating the students coming from different environments to be on the right path and to have ethical values. The NSS, YRC Team continuously strive to conduct awareness programmes.

### **Skill Development**

There is a well-structured curriculum to develop effective communication skills avoiding communication barriers among the students. Value-added courses are offered to improve the skill of the students. The resource persons are invited for sharing their expertise with students. Campus recruitment drives are organised for making the students compete with other candidates.

### **Conclusion**

Thus, the Institute contributes to facilitating and developing various skills of the students and getting them involved in specially designed tasks and their overall enhancement and building confidence.

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

The Vision and Mission of the institution reflect those ideals to the optimum level. The organisation structure with a well-defined organisational hierarchy supports decentralised and participatory management for effective decision making, policy evolving and strategy development. The functioning of the institution follows the direction and norms of all its statutory bodies as per the autonomous norms. The Management of our college is headed by the President and a Correspondent assisted by the Principal, Vice-principal, Director and Heads of the Departments. The management actively takes part in the working of the institution along with the SOP Committee and oversee the day-to-day working of the College. The institution has effective welfare measures for its teaching & non-teaching staff and students. The management motivates the faculty by extending financial support to attend seminars, conferences etc., and to enrol as members in professional bodies to update their knowledge. The management encourages organising and attending faculty development programmes to refine the professional skills of the faculty. The institution has a mechanism for internal and external financial audits. The internal financial audit is conducted by the internal audit firm and the external audit by the government bodies as per government norms and rules. The fund mobilisation policy of the institution is based on its ideology of rendering educational service to women & the weaker sections. The Internal Quality Assurance Cell (IQAC) plays a responsible role for the overall monitoring of the system, setting/ revising guidelines for improved performance, carrying out the Academic Audit of faculty etc.

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

The institution takes utmost importance for gender equity through a defined committee. It takes care of all the activities related to gender sensitization & special facilities provided for women. The institution also takes care of alternate sources of energy utilization and energy conservation measures. It includes alternate sources like solar energy and for energy conservation, it goes for sensor-based conservation and use of LED bulbs. It also includes a Biogas Plant and a vermicomposting pit for producing organic manure to be used for campus gardening. Our Institution is itself a part of management academics, very well measures are in place for waste management like solid, liquid and E-waste management. MoU has been done with E-Waste Management Company in Bangalore for the same. With respect to the institution, it imparts education in commerce, computer science and Management. Water plays an important role in everybody's life. This has taken due importance and care through water conservation facilities by rainwater harvesting, bore well, increasing groundwater level by constructing bunds and storage of water in tanks through our bore well. The institution has done a lot of good work in maintaining a green campus and an audit has been done for the same with certification by an external auditing agency and has received recognition certificate for beyond campus environmental promotional activities. It will also take special care for physically challenged students. We have a code of conduct for all stakeholders of the institution. Institute does various initiatives for environment,

tolerance and harmony towards cultural regional, national, and international activities and events. The institution also inculcated various activities for inculcating values for being a responsible citizen. Best practices and our area of distinctiveness are provided.

NAAC



## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	B L D E A'S A. S. PATIL COLLEGE OF COMMERCE
Address	BLDE Associations,New Campus , B.M.Patil Road (Solapur Road), Vijayapur
City	Bijapur
State	Karnataka
Pin	586103
Website	<a href="https://www.bldeaspcc.ac.in">https://www.bldeaspcc.ac.in</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	S. G. Rodgi	08352-262770	9513397409	08352-262068	principal@bldeaspcc.ac.in
IQAC / CIQA coordinator	Bharati S Math	0835-262770	9741606730	-	bsmath@bldeaspcc.ac.in

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

Type of Institution	
By Gender	Co-education
By Shift	Regular Day

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
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Date of Establishment, Prior to the Grant of 'Autonomy'	01-01-1961
Date of grant of 'Autonomy' to the College by UGC	14-12-2007

**University to which the college is affiliated**

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

**Details of UGC recognition**

Under Section	Date	View Document
2f of UGC	20-08-1994	<a href="#">View Document</a>
12B of UGC	20-08-1994	<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
AICTE	<a href="#">View Document</a>	25-06-2021	12	Approved MBA Course by AICTE approval renewed yearly online on the basis of self disclosure

**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

<b>Location and Area of Campus</b>				
<b>Campus Type</b>	<b>Address</b>	<b>Location*</b>	<b>Campus Area in Acres</b>	<b>Built up Area in sq.mts.</b>
Main campus area	BLDE Associations, New Campus , B.M.Patil Road (Solapur Road), Vijayapur	Semi-urban	8	9155

## 2.2 ACADEMIC INFORMATION

<b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b>						
<b>Programme Level</b>	<b>Name of Programme/ Course</b>	<b>Duration in Months</b>	<b>Entry Qualification</b>	<b>Medium of Instruction</b>	<b>Sanctioned Strength</b>	<b>No.of Students Admitted</b>
UG	BCom, Commerce	36	PUCII or equivalent	English, Kanada	480	244
UG	BBA, Management	36	PUCII or equivalent	English	100	85
UG	BCA, Computer Science	36	PUCII or equivalent	English	100	38
PG	MCom, Commerce	24	BCom Degree	English	40	31
PG	MBA, Management	24	Any Degree	English	90	38

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

<b>Teaching Faculty</b>												
	<b>Professor</b>				<b>Associate Professor</b>				<b>Assistant Professor</b>			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				17			
Recruited	0	0	0	0	0	0	0	0	8	2	0	10
Yet to Recruit	0				0				7			
Sanctioned by the Management/Society or Other Authorized Bodies	1				3				17			
Recruited	0	1	0	1	2	1	0	3	12	5	0	17
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				16
Recruited	8	0	0	8
Yet to Recruit				8
Sanctioned by the Management/Society or Other Authorized Bodies				9
Recruited	5	4	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				4
Recruited	2	2	0	4
Yet to Recruit				0

**Qualification Details of the Teaching Staff**

<b>Permanent Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	1	0	2	1	0	2	2	0	8
M.Phil.	0	0	0	0	0	0	4	0	0	4
PG	0	0	0	0	0	0	17	6	0	23

<b>Temporary Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD	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	0	0	0	0

<b>Part Time Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	1	0	1
M.Phil.	0	0	0	0	0	0	1	0	0	1
PG	0	0	0	0	0	0	1	1	0	2

<b>Details of Visting/Guest Faculties</b>				
<b>Number of Visiting/Guest Faculty engaged with the college?</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
		2	1	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	595	0	0	0	595
	Female	499	0	0	0	499
	Others	0	0	0	0	0
PG	Male	81	0	0	0	81
	Female	59	0	0	0	59
	Others	0	0	0	0	0
Certificate / Awareness	Male	229	0	0	0	229
	Female	205	0	0	0	205
	Others	0	0	0	0	0

<b>Provide the Following Details of Students admitted to the College During the last four Academic Years</b>					
<b>Programme</b>		<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>
SC	Male	136	108	135	154
	Female	59	56	56	79
	Others	0	0	0	0
ST	Male	7	9	6	12
	Female	6	3	3	6
	Others	0	0	0	0
OBC	Male	468	435	466	510
	Female	300	326	307	357
	Others	0	0	0	0
General	Male	120	97	122	91
	Female	135	112	99	113
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
<b>Total</b>		<b>1231</b>	<b>1146</b>	<b>1194</b>	<b>1322</b>

## 2.3 EVALUATIVE REPORT OF THE DEPARTMENTS

<b>Department Name</b>	<b>Upload Report</b>
Commerce	<a href="#">View Document</a>
Computer Science	<a href="#">View Document</a>
Management	<a href="#">View Document</a>

### Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	Our College introduced a 4-year multi-disciplinary bachelor's degree in the undergraduate programme of BCom, BBA & BCA with multiple exit options. These will include professional and vocational areas
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	and will be implemented as follows: 1. A Certificate after completing 1 year of study 2. A Diploma after completing 2 years of study 3. A Bachelor's degree after completion of a 3-year programme 4. A 4 Year multi-disciplinary Bachelor's (Hons ) Degree
2. Academic bank of credits (ABC):	The ABC will offer multiple entry-exit options to the students and ensure that the learning space is available to them for any time, anywhere, any type, any amount and at any level of learning. Hence, the standardised credit policy as per the guidelines of NEP will be followed to ensure the smooth transfer of credits to any student on yearly basis.
3. Skill development:	The fundamental principle of the policy is recognising, identifying and fostering the unique capabilities of each student, by sensitizing teachers as well as parents to promote each students' holistic development in both academic and non-academic spheres. The Institute offers hands-on training various vocational skills like Computers usage, drafting, etiquettes, etc.,
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	The National Education Policy (NEP) 2020 emphasizes learning the regional language along with other languages. This will bring a language policy wherein a student can learn Hindi, English and a regional language. Based on this the college introduced the Kannada Language apart from the Hindi/English language. In furtherance, to inculcate the cultural aspects, the student community is required to participate in various cultural fests/ activities organised by the college as well as other colleges.
5. Focus on Outcome based education (OBE):	The institution has come up with an OBE Framework which is been used for the past years. The institution as per the NEP guidelines is currently working on coming up with a standard OBE Framework. The respective course outcomes, programme specific outcomes and programme outcomes are already in place. The NEP syllabi are drafted and accordingly been approved under the BoS and AC meeting for the academic year 2021-22 onwards.
6. Distance education/online education:	As an autonomous institute, we are in the planning stage to offer the online mode of education, which is still under the initial discussion stage. And being an offline college, the current mode of education is purely offline.

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## Extended Profile

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### 1 Program

#### 1.1

##### Number of programs offered year-wise for last five years

2020-21	2019-20	2018-19	2017-18	2016-17
5	5	5	5	5
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

#### 1.2

##### Number of departments offering academic programmes

Response: 3

### 2 Students

#### 2.1

##### Number of students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
1241	1322	1194	1146	1231
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

#### 2.2

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

2020-21	2019-20	2018-19	2017-18	2016-17
295	305	335	341	281
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

**2.3****Number of students appeared in the examination conducted by the Institution, year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
1130	1184	1094	1061	1090
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

**2.4****Number of revaluation applications year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
107	353	592	489	558

**3 Teachers****3.1****Number of courses in all programs year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
220	211	215	213	211
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

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

2020-21	2019-20	2018-19	2017-18	2016-17
34	32	30	31	31
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

**3.3**

**Number of sanctioned posts year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
36	36	36	36	36
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

**4 Institution****4.1****Number of eligible applications received for admissions to all the programs year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
659	795	729	655	686
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

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

2020-21	2019-20	2018-19	2017-18	2016-17
218	290	257	238	241
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

**4.3****Total number of classrooms and seminar halls****Response: 24****4.4****Total number of computers in the campus for academic purpose****Response: 296**

## 4.5

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

2020-21	2019-20	2018-19	2017-18	2016-17
52.34	70.53	71.08	35.46	85.87

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## 4. Quality Indicator Framework(QIF)

### Criterion 1 - Curricular Aspects

#### 1.1 Curriculum Design and Development

**1.1.1 Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which is reflected in Programme outcomes (POs), Programme Specific Outcomes(PSOs) and Course Outcomes(COs) of the Programmes offered by the Institution.**

**Response:**

A.S. Patil College of Commerce since 1961 has striven for “Empowering through Education”. Inculcating the vision and mission into the curriculum, college through its value-based quality education prepares students through humanizing qualities and innovative calibre to be the agents of transformation and development-as contributing citizens.

The academic programmes and value-added certificate courses of the college are based on the vision, mission and core values of the college which are bound to foster all-around personality development of the aspirants. The student community is empowered to respond proactively to concerns and challenges inherent in today’s technical fast-moving life especially accommodating fair sex and weaker section students at the back foot to take part in the race through specific focus towards them especially those in these backward areas of Karnataka. Heads of programmes/Departments pen down the calendar of the academic year. They also get prepared lesson plans/conspectus of each subject from the faculty. The calendar prepared is in consonance with the programme heads to avoid clashes and repetitions.

Heads of Departments put forth the financial requirements for the academic year, the requirements will be reviewed by the Financial Committee and will be approved in the budget, by the Principal or management authorities.

Planning of remedial courses, bridge courses, orientation programmes, webinars, seminars, and cultural events are well planned for the development of students. In addition to these MOU associated activities are in regular practice. The teaching faculty is monitored through a daily work diary.

The institution at present hosts 3 UG and 2 PG full-time programmes and value-added certificate courses. The institution runs multi-disciplinary programmes as students belong to various streams at entry-level. As an autonomous college from 2008, the curriculum is designed and developed in the BOS meetings after meticulous deliberations.

Keeping in pace with the employability and entrepreneurship aspects coupled with discussion from alumni representatives and employer corporate representatives the curriculum is designed with relevance to the local/regional/national/global requirements and challenges. The institution also offers skill development programmes

The evaluation of the delivered curriculum by faculty is done through the process of feedback analysis in the following ways

- Direct method

- Continuous Internal Evaluation (CIE)
- Semester End Exam (SEE)
- Individual Method
- Course end survey (Students')
- Teachers' Survey
- Employers' Survey
- Alumni Survey

The response of the outgoing student and other stakeholders are evaluated and accordingly, changes are made in the curriculum in the upcoming BOS meeting. Thus, at the semester-end Programme Outcomes and Course Outcomes are evaluated as per the Outcome Based Education Framework incorporated in the institution.

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

### 1.1.2 Percentage of Programmes where syllabus revision was carried out during the last five years.

**Response:** 100

#### 1.1.2.1 Number of all Programmes offered by the institution during the last five years.

Response: 5

#### 1.1.2.2 How many Programmes were revised out of total number of Programmes offered during the last five years

Response: 5

File Description	Document
Minutes of relevant Academic Council/BOS meeting	<a href="#">View Document</a>
Details of program syllabus revision in last 5 years(Data Template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 1.1.3 Average percentage of courses having focus on employability/ entrepreneurship/ skill development offered by the institution during the last five years

**Response:** 23.19

#### 1.1.3.1 Number of courses having focus on employability/ entrepreneurship/ skill development year-wise during the last five years..



2020-21	2019-20	2018-19	2017-18	2016-17
27	5	7	7	200

File Description	Document
Programme / Curriculum/ Syllabus of the courses	<a href="#">View Document</a>
MoU's with relevant organizations for these courses, if any	<a href="#">View Document</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<a href="#">View Document</a>
Average percentage of courses having focus on employability/ entrepreneurship(Data Template)	<a href="#">View Document</a>

## 1.2 Academic Flexibility

<p><b>1.2.1 Percentage of new courses introduced of the total number of courses across all programs offered during the last five years.</b></p> <p><b>Response: 5.79</b></p>	
<p>1.2.1.1 How many new courses are introduced within the last five years</p> <p>Response: 62</p>	
<p>1.2.1.2 Number of courses offered by the institution across all programmes during the last five years.</p> <p>Response: 1070</p>	
File Description	Document
Minutes of relevant Academic Council/BOS meetings	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

<p><b>1.2.2 Percentage of Programmes in which Choice Based Credit System (CBCS) / elective course system has been implemented (Data for the latest completed academic year).</b></p> <p><b>Response: 100</b></p>	
<p>1.2.2.1 Number of Programmes in which CBCS / Elective course system implemented.</p> <p>Response: 5</p>	

File Description	Document
Minutes of relevant Academic Council/BOS meetings	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

## 1.3 Curriculum Enrichment

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

#### Response:

The vision and mission of the college integrate the cross-cutting issues relevant to Environment and Sustainability, Human Values and Professional Ethics through the curricula which include different types of courses like Indian Constitution, Environmental Science, Corporate Ethics for all UG and PG Programme. The students have undertaken a number of activities of Corporate Social Responsibility which helps to inculcate the above values in them.

“Empowering Women through Education” is the focus of the institution through making them develops knowledge skills emotional quotient legal awareness and spiritual quotient by undertaking various activities through women cell/ladies forum.

The college conducts orientation to girl students towards their health and hygiene and enlightens them about their basic rights through conducting activities by anti-sexual harassment cell.

Programmes like International Women’s Day are conducted by hosting activities that create a platform to showcase their strength and deliberate on gender issues.

The majority of the programmes have mandatory courses on entrepreneurship and practical exposure to finding solutions to environmental issues through building an environmental eco cycle model as environmental studies is a mandatory course as per UGC regulation for all UG programmes in the first year.

The Department of Commerce offers Developmental Economics as an elective course that creates awareness and needs for sustainable development.

World Environment Day” is marked by classroom discussion which enables the student community to be enlightened about environmental challenges like pollution, global warming, solid waste management and strategies to arrest the same issues through seminars and management events. To bring practicality and highlight the importance of the above students have to cycle to their institutes or use pollution less cycle.

College and student community are active participants in the activities related to “Swatch Bharat Abhiyan” as a part of this the student community has undertaken cleanliness of public places like bus stands, city markets etc. The institution fosters a ban on plastics on campus and the campus is full of signboards that suggest environmental cleanliness and saving energy.

Solar energy panels have been erected as a part of environmental sustainability. Nala bunding through Rainwater harvesting is part to recharge borewell value education is inculcated in the undergraduate student through imbibing human values as a mandatory course for the undergraduate students.

Professional programmes like Management, Computer Science along with traditional courses refer strongly to professional ethics which have professional ethics as an integral part of their curricula.

The college has few representing teacher members in the relevant Board of Studies on various autonomous institutes and thus play important roles in integrating such issues into the curriculum where students can be groomed in the direction of becoming responsible citizens of the company.

The proactive NSS unit engages in activities related to gender and environmental issues time and again helps in sensitizing the student community to the needs of society.

File Description	Document
Upload the list and description of the courses which address the Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 1.3.2 Number of value-added courses for imparting transferable and life skills offered during last five years.

**Response:** 10

#### 1.3.2.1 How many new value-added courses are added within the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
5	3	0	1	1

File Description	Document
List of value added courses (Data Template)	<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 Average Percentage of students enrolled in the courses under 1.3.2 above.

**Response:** 20.99**1.3.3.1 Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
659	321	33	246	41

File Description	Document
List of students enrolled	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**1.3.4 Percentage of students undertaking field projects/ internships / student projects (Data for the latest completed academic year)****Response:** 11.6**1.3.4.1 Number of students undertaking field projects / internships / student projects**

Response: 144

File Description	Document
List of programs and number of students undertaking field projects / internships / student projects (Data Template)	<a href="#">View Document</a>

**1.4 Feedback System****1.4.1 Structured feedback for design and review of syllabus – semester-wise / year-wise is received from 1) Students, 2) Teachers, 3) Employers, 4) Alumni****Response:** A. All 4 of the above

File Description	Document
Action taken report of the Institution on feedback report as minuted by the Governing Council, Syndicate, Board of Management	<a href="#">View Document</a>
URL for stakeholder feedback report	<a href="#">View Document</a>

**1.4.2 The feedback system of the Institution comprises of the following :**

<b>Response:</b> A. Feedback collected, analysed and action taken and report made available on website	
<b>File Description</b>	<b>Document</b>
Any additional information	<a href="#">View Document</a>
URL for stakeholder feedback report	<a href="#">View Document</a>

NAAC

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1 Average Enrolment percentage (Average of last five years)

**Response:** 60.56

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

2020-21	2019-20	2018-19	2017-18	2016-17
436	580	514	476	481

##### 2.1.1.2 Number of sanctioned seats year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
810	810	810	840	840

File Description	Document
Institutional data in prescribed format (Data Template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

#### 2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy ) during the last five years ( exclusive of supernumerary seats)

**Response:** 94.5

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

2020-21	2019-20	2018-19	2017-18	2016-17
200	278	244	223	232

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for 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 and organises special Programmes for advanced learners and slow learners

#### Response:

The institution believes education is a universal human right. Its focus is the inclusion to embrace all students irrespective of race, economic and social environment. It aims at giving equal access and opportunities to all by getting rid of discrimination and tolerance. The institution offers the courses under different disciplines as mentioned earlier for the students coming from rural as well as urban places, hence avoiding the barriers of the atmosphere where they are located. The admissions to all the curriculums are given through personal interactions, performance in the earlier/qualifying academic year. The objective of all the programmes in the college is to make the student get equipped and make them competent enough to face the challenges in their future life and to contribute to social obligations as well as to achieve their academic top goals.

#### Evaluation:

- The result of the preceding examination is the main criteria to arrive at a student whether his grasping power is to the average, above average or below average
- The other parameters include the regularity of the student.
- Struggle to cope up with a task given or gets the task very easily understood and oriented to the future task also.
- Participation in extra-curricular activities.

#### Measures:

For Advanced learners:

- As there are greater chances to be selected in the recruitment process in the esteemed organisations, the advanced learners are properly guided and trained for such recruitment/campus interviews and for this purpose the industrial experts are often invited for guidance.
- Students are encouraged to participate in National and International Conferences and are encouraged to assist in
- Students are also stimulated in participating inter-college, inter-university, competitions like debates, group discussion, speech, management fests and quiz competitions.

For Slow learners:

- The mentors are specifically selected with special attention to slow learners for giving personal counselling to come out of their psychological hazards.
- Conduct the bridge courses at the oriental stage of each academic year.
- In cases of students admitted from other disciplines and for slow learners Remedial Classes are conducted
- Assign Question Banks and get the same evaluated.
- Parents are often called for meeting to appraise the present intellectual and understanding level of the students and their progress.
- To get them motivated, by giving them role plays and other extracurricular activities like sports where they show their presence of mind and get acquainted at par with other average students.

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

### 2.2.2 Student - Full time teacher ratio (Data for the latest completed academic year)

**Response:** 36.5

File Description	Document
Any additional 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 learning experience of students in this College is the result of a well-advanced designed teaching-learning process. The needs, interests and capabilities of students are the primary factors in designing the pedagogy. The College aims to develop competencies such as critical thinking, problem-solving skills through student-centred teaching-learning methods. The teacher, in this context, acts as a facilitator who enhances the learning experience of the students. Experiential learning, Participative learning and Problem-solving methodologies are some of the important student-centred methods practised in this College.

**Experiential Learning:** The College prioritizes learning through experience and has created student-centred learning programmes such as Outbound Learning Programmes that provide students with a rich experience of the workplace environment along with moral and ethical values to enhance their capabilities towards the global challenges. Activities under this include Students visits to various industries as part of Industrial Visit programmes in India as well as abroad to get a better insight about organizational functions also known as 'On the Job Training'. The internship programme for MBA students helps in building practical working experience. Simulation workshops, role plays, mock interviews, tutorials, and management fests are organized for practical learning. Students visit places in India and abroad for studying various aspects of industries and academia. Outreach Programmes and Community Oriented



Programmes organized by the NSS, NCC, YRC and RRC and working with NGO's are intended to get students aware of social realities and capacity to address problems spontaneously. Teaching practice in the case of PG students helps in developing practical experience. The component of Extra-Curricular Activities (ECA) is made mandatory for all students under the CBCS to promote experiential learning.

**Participative Learning:** To develop innovative as well as creative thinking skills among students, participative learning in the teaching pedagogy has been adopted. Student seminars are organized by PG Programmes in which students present papers and discuss ideas. Group Discussions, Brainstorming sessions, Debates, Quiz, inter-college / inter-universities Quiz are organized as part of CIA. The students are expected to go through the reading materials supplied by the teachers in advance and come prepared for a classroom/group discussion.

**Problem Solving Methodologies:** Problem-solving methodologies are an integrally important part of all courses in every programme. Along with theoretical explanations, practical knowledge is imparted to the students through practical courses like Tally, Excel, GST, Statistic model etc. which employ hands-on learning methods. Students are encouraged to take up Research Projects in which they need to identify a research-centric problem and apply problem-solving techniques learnt in the classroom and in other fields in respect of the given problem. Case Studies are made mandatory for all courses. Along with these programmes, guest lectures, seminars and conferences, arguments on respective centric subjects augment the learning experience of students.

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

### 2.3.2 Teachers use ICT enabled tools including online resources for effective teaching and learning process.

#### Response:

The present era is digital, it is felt very essential to both students and faculties to learn and master the art of using technology. As a result, our faculties are merging technology with traditional approaches to engage students in long term learning. In addition to the chalk and talk method of teaching, the faculty members are using IT-enabled learning tools such as Powerpoint presentations, Video clippings, Audio systems, online sources, to expose the students to advanced knowledge and practical learning. Classrooms are furnished with LCD projectors / Computers. Most of the faculty use interactive methods for teaching.

The major emphasis is on classroom interaction in terms of seminars, research paper presentations, debates, group discussions, assignments, quiz, tests, viva and laboratory work. The following tools are used by the institute students and faculties:

#### ICT Tools:

1. Projectors are used in classrooms/labs enabling visual-based teaching and learning.
2. Desktop and Laptops- are available at Computer Lab and Faculty cabins throughout the campus.
3. Printers- are installed at Labs, HoD Cabins and various prominent places.

4. Photocopy Machines – There are two photocopy machines available in the college.
5. Multifunction printers are available.
6. Seminar Rooms- The seminar hall is equipped with all-digital facilities.
7. SmartBoard- Four smart boards are installed on the campus.
8. Auditorium- It is digitally equipped with a mike, projector, cameras, and computer system.
9. Online Classes through Zoom, Google Meet, Microsoft Team, Google Classroom)
10. The institution is officially on Google Suite (Google Workspace for Education Fundamentals) and Microsoft Office 365 (A1 for Faculty and Students)
11. Digital Library resources like access to e-resources viz., e-journals, e-books, NPTEL, NDL, Shodhaganga, Inflibnet-nlist, sage-journals, and many open-access resources.

### Utilization of ICT by Faculty Members:

- **PowerPoint Presentations-** Most faculties use power-point presentations in their teaching by using projectors installed in the classrooms. Faculties invest their time in preparing their power-point presentations and tend to use videos from online sources for better explanations.
- **Industry Connect-** Seminar room and Auditorium are digitally equipped with ICT where guest lectures, expert talks, and various competitions are regularly organized for students within the campus.
- **Online Activities-** Students and faculty interact using online modes like the use of WhatsApp, Google Meet, Zoom and required information is collected through google forms.
  - **Video Conferencing-** Students are interacted with the help of Zoom / Google meet / Microsoft Team /Cisco Webex applications.
  - **Video lecture-** Recording of video lectures is made available to students for long term learning and future referencing. Similarly, special webinars and meetings are recorded shared on the official YouTube channel.
- **Workshops-** Teachers use various ICT tools for conducting workshops on the latest methods such as SPSS, Programming languages, simulations etc.,

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

### 2.3.3 Ratio of students to mentor for academic and other related issues (Data for the latest completed academic year )

**Response:** 37:1

#### 2.3.3.1 Number of mentors

Response: 34

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll	<a href="#">View Document</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 2.3.4 Preparation and adherence of Academic Calendar and Teaching plans by the institution

#### Response:

The process of preparing the Academic Calendar for each year start well before the beginning of each academic year may be a quarter period. A committee comprising of senior-level faculties is constituted. The said committee meets the Principal, IQAC head and the head of the examination section and prepares a calendar for the academic year. The draft of the calendar consists of the date of reopening of the college, orientation programmes, teaching days, conduction of the tutorial, internal examination schedule, semester-end examination schedule, holidays as per Education ministry directives is prepared. The annual programs such as gatherings, sports, conferences, seminars, workshops on various subjects, events and so on are also decided and mentioned in the calendar. After the approval of the authorities, the said calendar is uploaded on the college website for information to the students and the public.

The academic calendar is a continuous process as the exact parameter mentioned in the calendar must be continuously monitored and its adherence is a major responsibility of IQAC. In case some unexpected holidays are declared and if it is observed that there is a shortfall in the syllabus to be completed periodically, the said shortfall shall be covered to the extent of the syllabus with extra lectures by the respective faculties.

The effective execution of the mentioned calendar is the responsibility of each Head of the Department. If any change in the said calendar is required, the final authority for such change is the principal of the college and after his approval, only any changes required may be done in the academic calendar.

#### Teaching Schedule:

The various disciplines of the curriculum are headed by the respective faculty and schedule the timetable for all the classes during the academic year right in the month of the preceding month only. The said schedule including the timetable for each subject is put before the Principal for his approval. The regular staff meetings are held with the Principal and the Principal is briefed regularly with the adherence to the academic calendar. Hence academic calendar gets reviewed periodically. Such timetable is put on the notice board for the information of the student and displayed on the website for further communication to all the concerned persons.

Further, the respective course faculties are required to complete the syllabi as per the schedule mentioned above and soon after completion of the same, must submit the portion completion letter to the Head of the Department and certified Principal/Director.

File Description	Document
Upload Academic Calendar and Teaching plans for five years	<a href="#">View Document</a>

## 2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years	
<b>Response:</b> 87.78	
File Description	Document
Year wise full time teachers and sanctioned posts for 5 years(Data Template)	<a href="#">View Document</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)				
<b>Response:</b> 3.87				
2.4.2.1 Number of full time teachers with <i>Ph.D./D.M/M.Ch./D.N.B Superspeciality/D.Sc./D’Lit.</i> year wise during the last five years				
2020-21	2019-20	2018-19	2017-18	2016-17
0	2	2	1	1
File Description	Document			
Institutional data in prescribed format (Data Template)	<a href="#">View Document</a>			
Any additional information	<a href="#">View Document</a>			

2.4.3 Average teaching experience of full time teachers in the same institution (Data for the latest completed academic year in number of years)
<b>Response:</b> 5.5

**2.4.3.1 Total experience of full-time teachers**

Response: 187

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

**2.5 Evaluation Process and Reforms****2.5.1 Average number of days from the date of last semester-end/ year- end examination till the declaration of results year-wise during the last five years**

Response: 47.6

**2.5.1.1 Number of days from the date of last semester-end/ year- end examination till the declaration of results year wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
45	52	47	48	46

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

**2.5.2 Average percentage of student complaints/grievances about evaluation against total number appeared in the examinations during the last five years**

Response: 4.65

**2.5.2.1 Number of complaints/grievances about evaluation year wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
27	70	42	42	78

File Description	Document
Number of complaints and total number of students appeared year wise	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### **2.5.3 IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in Examination Management System (EMS) of the Institution**

#### **Response:**

The examination procedure for applications, hall tickets, results, photocopy, and revaluation are primarily online with the support of E-Exam software installed. The examination applications are filled by the students which are uploaded through the official website. Hence, the students' database has been completed for furtherance. Studying thoroughly the programme wise syllabus from the different courses, the institute's faculty prepares a set of Question Papers in case if he gets the directions from the Controller of Examination and moreover, a set of question papers is prepared by external experts having expertise in respective subjects. After scrutinizing all the sets of question papers received, the controller of the examination selects a single set of question papers randomly for the Semester End Examination.

A single timetable is generated for each subject allotting therein the fixed time for each paper. The aforesaid timetable is published on the website. The examination is conducted in the form of descriptive/theoretical papers and the applicable practical examinations for BBA & BCA courses are arranged to arrive at the totality of the marks.

After verifying the applications and suitability of the candidates, the hall tickets are generated mentioning therein the examination numbers, room numbers etc in the examination centre and are accordingly downloaded by the students. The doors of examination halls are closed after twenty minutes from the commencement of the examination, hence the students are not allowed after such scheduled time. After the examination gets over, the answer sheets are valued and the processed results are uploaded on the official website. Hence the procedure followed for examination application and declaration of results is online.

As regards the bar-coding system, printed barcode on the answer scripts is formulated to avoid manual bar-coding. Barcoding is done at five different places to avoid any susceptible frauds during the examination. The computerized serial numbers are automatically generated. After completion of examination hours, answer booklets are shuffled, and new pockets are bundled for the purpose of evaluation for ensuring more security and confidentiality.

The panel of examiners is constituted to evaluate answer scripts. The answers are evaluated based on model answers/ scheme of evaluation keeping in mind how many key points from the model answers are appearing in the respective question's answer and accordingly marks are allotted depending upon the other qualities in the answer like handwriting, neatness, expressing ability of the student, presentation of the answers etc.,

The next step is recounting the total marks by specific staff. In the case of post-graduation, the valuation of the papers is done twice for ascertaining the proper allocation of the marks. Certain moderators are

appointed for the purpose of random checking of the evaluated papers. Hence, it can be said to the greatest certainty, that the paper evaluated and counting of the marks and the total procedure of the examination is to the reasonable standards of the university procedures. In addition to the above norms, the institute follows the procedure of affixing the hologram along with the candidate's photo to ensure the genuineness of the Marks Sheet and to avoid any impersonation of the candidate in its future carrier and job opportunities. In furtherance, One blind student was assisted to write his Semester End Examinations using ICT through Open Source Screen Reader software.

It is to be added here that, since the year 2021 is the present year, we are hosting CBCS and the result thereof will be announced according to their rules and regulations.

### Internal Assessment:

In the case of Internal Assessment, different departments follow dissimilar patterns. The maximum marks allotted for each IA is 30, the exact figure arrives converting the marks obtained in each subject therein each paper is set for 40 marks. The marks are then converted in the proportion of 10 marks for each IA, twice a semester and the remaining 10 marks are allotted as per their performance in various seminars, assignments and other related activities related to the curriculum and further the attendance of the students in the classroom and their overall behaviour.

The continuous Assessment test is compulsory and will be held on the scheduled date for the duration of 90 minutes. The final IA Marks are uploaded to the internal server by the respective subject faculties and certified by the Internal Assessment Coordinator and Head of the Departments before submitting the same to the Controller of Examination.

Internal Assessment pattern differs for all UG & PG Programmes i.e. B.Com, BBA, BCA, M.Com & MBA. The splitting of marks is furnished as under:

### UG - IA Marks Splitting

<b>B.Com</b>				
I IA	II IA	Attendance	Assignment/ Seminar/Project/Case Study	
10	10	3	7	
<b>BBA</b>				
IA	Attendance	Assignment	Seminar/ Project	Case Study
10	5	5	5	5
<b>BCA (Non-CBCS)</b>				
I IA + II IA		Attendance	Assignment/ Seminar/Project/Case Study	
10		3	7	
<b>BCA (CBCS)</b>				
I IA	II IA	Attendance	Assignment/ Seminar/Project/Case Study	
10	10	3	7	

### PG - IA Marks Splitting

<b>M.Com</b>				
I IA	II IA	Attendance	Assignment	Seminar

10	10	3	4	3	
<b>MBA</b>					
I IA	II IA (Mid-Sem)	III IA	Attendance	Assignment, Case-study / Field Survey/ Class Participation	Seminar
2.5	25	2.5	5	10	5
<b>File Description</b>			<b>Document</b>		
Any additional information			<a href="#">View Document</a>		

## 2.6 Student Performance and Learning Outcomes

**2.6.1 Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.**

### Response:

It is the essence of the time to formulate programme outcomes (PO), programme specific outcomes (PSO) and course outcomes (CO) for all programmes run by this autonomous institution. The same is displayed on the institute's official website for communication to the prospective students, present students and for teaching faculties. The plan is developed focusing on the mission as well as goals of the programmes. The write-ups for the PO, PSO and CO have been done after a detailed discussion with all the stakeholders.

The primary objective of PO, PSO and CO is aimed at developing a competent and personalised human resource towards futuristic sustainability. For this purpose it is required to enhance students' interpersonal skills, communication power giving the focus on imparting values and ethics in the respective fields. Each department personnel conduct the brainstorming sessions and arrive at specific program outcomes. The CO is initially presented in the meeting of the departmental head and further appraised to the Principal and once gets approved the same is put on the notice board for its further communication to the students involved. In the case of UG and PG, the syllabus of the Program concerning various disciplines are displayed on the college website.

### Communicating Methods:

- The first-year students of PG and UG are particularly informed during the orientation and induction stages only.
- Many times, a special guest (alumnae) is invited to various events. Their expertise and experience in each course are explained during the event. Hence motivating the student to make the career in the specified field, helping them in their career growth. Such a session certainly impacts the general behaviour, attitude persuading the career towards the outcomes.
- The expertise discussion with the faculty members' impact on modifying their teaching skills and abilities. It throws light on new opportunities available to them in their career growth.
- The PO, PSO and CO and are made available to the students for their information and persuading the same in their Career growth on the institutional website and every course syllabi.



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

### 2.6.2 Attainment of programme outcomes and course outcomes are evaluated by the institution.

#### Response:

To calculate the attainment of the Course outcomes (CO's), Program Outcomes (PO's) and Program Specific Outcomes (PSO's), we use the following methodology:

All the courses are basically required to have the course outcomes, program outcomes and program-specific outcomes defined and approved under the Board of studies and Academic council. Once this process is over, the respective head of the departments along with the course faculty deliberate and arrive at a conclusion of mapping the weightage of CO's against PO's and PSO's. This is a standard practice been developed and used to date.

The calculation of the CO, PO and PSO attainment is done considering the course-specific direct and indirect weightage based on the Internal Assessment Weightage [Max. Marks] and External Assessment Weightage (Semester End Examination) [Max. Marks].

The overall attainment is considered as follows:

Overall Attainment Percentage	Score	Level
100	3	High
65	2	Moderate
40	1	Low
0	0	Nil

Every CO attainment is calculated using three components: T1, T2 & T3

#### T1: Percentage of Number of classes responsible for respective CO

##### T1 Attainment Score Chart

Value Attained	Score	Level
Below 5	0	Nil
5-15	1	Low
15-25	2	Moderate
Above 25	3	High

#### T2: Number of assessment tools used (Tests, Quizzes, Seminar, Assignments, Projects, etc.,)

**T2 Attainment Score Chart**

No. of Tools	Score	Level
0	0	Nil
1-2	1	Low
3	2	Moderate
Above 4	3	High

T3 : Semester/Course wise Overall Class Pass percentage and the number of students appeared in Semester End Examination.

**T3 attainment Score chart**

Total % Passed	Score	Level
Above 75	3	High
60-75	2	Moderate
50-60	1	Low
40-50	0	Nil

Further, using the above components T1, T2 & T3 along with direct and indirect weightage the overall CO attainment is calculated using the following formulae:

**Direct and Indirect weightage:**

Program	Indirect Weightage	Direct Weightage
B.Com	70%	30%
BBA	70%	30%
BCA	80%	20%
M.Com	70%	30%
MBA	50%	50%

In furtherance, based on the CO-PO-PSO mapping by the respective departments the CO attained values are multiplied with the values from the CO-PO-PSO mapping table and divided by 3 (which is the maximum score).

After all the values are calculated, the percentage of every PO and PSO is calculated, and the final scores are used as defined in the table below:

Percentage	Score	Level
0	0	Nil
40	1	Low

65	2	Moderate
100	3	High

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

<b>2.6.3 Pass Percentage of students(Data for the latest completed academic year)</b>	
<b>Response:</b> 67.25	
<b>2.6.3.1 Total number of final year students who passed the examination conducted by Institution.</b>	
Response: 267	
<b>2.6.3.2 Total number of final year students who appeared for the examination conducted by the Institution.</b>	
Response: 397	
File Description	Document
Upload List of Programmes and number of students passed and appeared in the final year examination(Data Template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for the annual report	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

## 2.7 Student Satisfaction Survey

<b>2.7.1 Online student satisfaction survey regarding teaching learning process</b>	
<b>Response:</b> 3.81	
File Description	Document
Upload database of all currently enrolled students	<a href="#">View Document</a>

## Criterion 3 - Research, Innovations and Extension

### 3.1 Promotion of Research and Facilities

**3.1.1 The institution's Research facilities are frequently updated and there is a well defined policy for promotion of research which is uploaded on the institutional website and implemented**

**Response:**

As per the Proceedings in the **Academic Council meeting ( held on June 9th 2017 in our institution)** the committee members had advised to form and implement a Research Advisory Committee coupled with the Research Code of Ethics Committee. Considering this genuine need a Research Advisory Committee and Research Ethics Committee were formed. The members of the Research Advisory Committee and Research Code of Ethics framed **Research Policy** and **Code of Ethics for Publications** respectively.

The recommendations through the monthly meetings of the Research Advisory Committee were implied and the results are witnessed in various journals, textbooks, Chapters, and Publications. Since the policy was set to boost the research amongst the youths, few students have also presented and published papers at national/international level conferences as it offers many benefits that include:

- Fostering critical thinking and analytical skills through hands-on learning.
- Defining academic, career, and personal interests.
- Expanding knowledge and understanding of a chosen field outside the classroom.
- Developing one-to-one connections with distinguished faculty in their field.
- Building community with peers, faculty, and organizations on and off-campus.
- Succeed in their business. Since R&D is associated with forecasting the market research and demand analysis with competitors, the students of management will succeed as successful prospective entrepreneurs.
- Finally, It Promotes an interest in Reading, Writing, Analysing, and Sharing Valuable Information.

The online mode of imparting knowledge came into existence during and Post Covid-19 lockdowns. The pandemic has transformed an ordinary teacher into a digital teacher. Organizing and participating in national & international level webinars, FDP's, STTP made the faculty members of the institution elevate with countless ideas. The institution promoted online teaching, which reinforced the moral backing of the students for their academic curriculum.

File Description	Document
Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	<a href="#">View Document</a>
URL of Policy document on promotion of research uploaded on website	<a href="#">View Document</a>

**3.1.2 The institution provides seed money to its teachers for research (average per year, INR in Lakhs)**

**Response:** 0.32**3.1.2.1 The amount of seed money provided by institution to its faculty year-wise during the last five years (INR in lakhs).**

2020-21	2019-20	2018-19	2017-18	2016-17
1.6	0	0	0	0

File Description	Document
List of teachers receiving grant and details of grant received	<a href="#">View Document</a>
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**3.1.3 Percentage of teachers awarded national / international fellowship for advanced studies/research during the last five years****Response:** 0.63**3.1.3.1 The number of teachers awarded national / international fellowship for advanced studies / research year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	1	0

File Description	Document
List of teachers and their international fellowship details	<a href="#">View Document</a>
e-copies of the award letters of the teachers	<a href="#">View Document</a>

**3.2 Resource Mobilization for Research****3.2.1 Grants received from Government and non-governmental agencies for research projects, endowments, Chairs in the institution during the last five years (INR in Lakhs)**

**Response: 4****3.2.1.1 Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
4	0	0	0	0

File Description	Document
List of project and grant details	<a href="#">View Document</a>
e-copies of the grant award letters for research projects sponsored by government and non-government	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**3.2.2 Percentage of teachers having research projects during the last five years****Response: 0.63****3.2.2.1 Number of teachers having research projects during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
1	0	0	0	0

File Description	Document
Names of teachers having research projects	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

**3.2.3 Percentage of teachers recognised as research guides****Response: 0****3.2.3.1 Number of teachers recognized as research guides**

File Description	Document
Upload copies of the letter of the university recognizing faculty as research guides	<a href="#">View Document</a>

**3.2.4 Average percentage of departments having Research projects funded by government and non-government agencies during the last five years****Response:** 4**3.2.4.1 Number of departments having Research projects funded by government and non-government agencies during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
1	0	0	0	0

**3.2.4.2 Number of departments offering academic programmes**

2020-21	2019-20	2018-19	2017-18	2016-17
5	5	5	5	5

File Description	Document
Supporting document from Funding Agency	<a href="#">View Document</a>
List of research projects and funding details	<a href="#">View Document</a>
Paste link to funding agency website	<a href="#">View Document</a>

**3.3 Innovation Ecosystem****3.3.1 Institution has created an eco system for innovations, creation and transfer of knowledge supported by dedicated centers for research, entrepreneurship, community orientation, Incubation etc.****Response:**

Glancing at the curriculum of the current education system, the most rewarding feature happens to be some specified hours of the curriculum for Social responsibility values in which the institution plays an energetic role to raise community welfare.

As the Institution is focusing primarily on commerce and management courses, entrepreneurship skills are the essential requirements and these skills are imparted regularly. The institution has organized motivating workshops on entrepreneurship skills. Unique events like “**Tidbits-Talks 0.2**”, “**Tidbits Town Talks**” and “**Coffee with Vijayapura Women Entrepreneurs**” have created a platform for the students of our institution to create greater enterprising opportunities with feasible resources. The workshops have enhanced the business management skills of the students, as the resource persons made the students

involve in experiential, participative learning with innovation. The exhibition cum sale '**Mahila Sashaktikarana**' has created a platform for the upcoming Women entrepreneurs of our institution as it mainly focused on local women entrepreneurs who have started from the grass-root level.

Simultaneously, The institution encourages Research activities in all departments through presenting/publishing research papers/articles, organizing seminars, conferences, and workshops for the students, faculty members and even outsiders. The institution has provided the necessary resources for research activities like an Auditorium for organizing workshops/training programs, seminar halls for technical sessions with adequate audio-visual accessories for presentations, Libraries with massive collections of books, journals, computers, required software, and Wi-Fi connection across the campus. The staff and students have accessed these resources optimally and the contributions are witnessed through the awards & recognitions.

During Covid-19 lockdown and post lockdown, the online mode of imparting knowledge was in regular practice. Organizing and participating in national & international level webinars has made the students and faculty members of the institution elevate with countless ideas. The institution promoted online teaching, which reinforced the moral backing of the students for their academic curriculum.

The Institution follows paperless procedures for the following:

1. Online daily work diary.
2. Online faculty feedback on a monthly basis and semester wise.
3. Online submission of examination form.( Including submitting of Revaluation / Retotalling / Challenge Valuation )
4. Online submission of Internal Assessment Mark.
5. Online generation of examination hall tickets for students.
6. Online declaration of result.

These are done by converting documents and other papers into digital forms. Going paperless can save money, increase efficiency, save space, maintain records in an organized way and finally and help the environment.

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

### **3.3.2 Number of workshops/seminars conducted on Research methodology, Intellectual Property Rights (IPR),entrepreneurship, skill development during the last five years.**

**Response: 2**

#### **3.3.2.1 Total number of workshops/seminars conducted on Research methodology, Intellectual Property Rights (IPR),entrepreneurship, skill development year-wise during the last five years.**



2020-21	2019-20	2018-19	2017-18	2016-17
2	0	0	0	0

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

### 3.4 Research Publications and Awards

**3.4.1 The Institution ensures implementation of its stated Code of Ethics for research through the following: 1. Inclusion of research ethics in the research methodology course work 2. Presence of Ethics committee 3. Plagiarism check through software 4. Research Advisory Committee**

**Response:** B. 3 of the above

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

**3.4.2 Number of Ph.D's registered per teacher (as per the data given w.r.t recognized Ph.D guides/supervisors provided at 3.2.3 metric) during the last five years**

**Response:** 0

3.4.2.1 How many Ph.Ds are registered within last 5 years

3.4.2.2 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>

**3.4.3 Number of research papers per teachers in the Journals notified on UGC website during the last five years**

**Response:** 2.69

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

2020-21	2019-20	2018-19	2017-18	2016-17
2	5	53	13	12

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

### 3.4.4 Number of books and chapters in edited volumes / books published per teacher during the last five years

**Response:** 1.3

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

2020-21	2019-20	2018-19	2017-18	2016-17
6	1	8	10	16

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>

### 3.4.5 Bibliometrics of the publications during the last five years based on average citation index in Scopus/ Web of Science or PubMed

**Response:** 0

File Description	Document
Bibliometrics of the publications during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.4.6 Bibliometrics of the publications during the last five years based on Scopus/ Web of Science - h-index of the Institution

**Response:** 0

File Description	Document
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.5 Consultancy

**3.5.1 Revenue generated from consultancy and corporate training during the last five years (INR in Lakhs).**

**Response:** 1.9

**3.5.1.1 Total amount generated from consultancy and corporate training year-wise during the last five years (INR in lakhs).**

2020-21	2019-20	2018-19	2017-18	2016-17
1.9	0	0	0	0

**File Description**

**Document**

List of consultants and revenue generated by them

[View Document](#)

Audited statements of accounts indicating the revenue generated through consultancy and corporate training

[View Document](#)

**3.5.2 Total amount spent on developing facilities, training teachers and staff for undertaking consultancy during the last five years (INR in Lakhs).**

**Response:** 0.05

**3.5.2.1 Total amount spent on developing facilities, training teachers and staff for undertaking consultancy during the last five years (INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
0.05	0	0	0	0

File Description	Document
List of training programmes, teachers and staff trained for undertaking consultancy	<a href="#">View Document</a>
List of facilities and staff available for undertaking consultancy	<a href="#">View Document</a>
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	<a href="#">View Document</a>

### 3.6 Extension Activities

#### 3.6.1 Extension activities are carried out in the neighbourhood community, sensitising students to social issues, for their holistic development, and impact thereof during the last five years

##### Response:

The institution is determined to nurture the young minds not only with academics but also with the everyday aspects of the community services & outreach programs. These activities make the young minds develop a sense of responsibility towards society and become responsible citizens for future India. The extension activities shall not only self-empower but also makes the student's life live with conviction by serving others. Thus, these values are guided by three primary objectives of the college: Academic Excellence, Social responsibility & Charisma Formation.

The Extension Activities carried out by the NSS Units (I & II) take part in various initiatives by organizing Cleanliness drives, Rural exposure camps, Swach Bharat campaign camps, Social awareness Programs, Cleaning the premises of monuments of Vijayapura, Participating in Vrukshathaon Marathon, and Rallies and with themes like Nirmala Vijayapura & tree plantation.

**Impact of NSS Activities:** The NSS activities have helped the students to grow individually and also as a group. These activities also made the students confident, developed leadership skills, and gain knowledge about different people from different walks of life. Students also learned other skills that help them lead a better life in various situations. Students have understood the responsibilities of being responsible citizens.

The Extension Activities carried out by the Indian Red Cross Society's YRC, take part in various initiatives by organizing Free Health Check-up camps, Awareness Programs on themes like HIV AIDS Awareness program and Breast Feeding Awareness Program. Training program on First Aid and observing Senior Citizen day.

**Impact of YRC Activities:** The YRC activities have made the students aware of several health-related issues like 'The need of Donating Blood', 'Healthy Heart', 'HIV AIDS'. In the first aid training program students have learned basic procedures to be executed during medical emergencies.

The Extension Activities carried out by the Women Empowerment Cell take part in various initiatives by organizing and participating in training programs like Women's Rights ( Sponsored by NHRC ), Self

Defense & First Aid, Mahila Sashaktikarana ( Exhibition Cum Sale ). With a special emphasis on Gender Equality & Anti Child marriage day two events on Beti Bachao – Beti Padhao have set a benchmark for the upliftment of women education in the current scenario. Workshops on Health & fitness are conducted regularly and have created awareness about several Hygiene parameters.

**Impact of WEC Activities:** With a special focus on the Feminine gender, the activities of WEC have boosted the confidence level of Girl students in various aspects. The students(girls) have not only realized the various rights under the **Women's Rights Act** but also have gained enormous Self Defense skills. Beti Bachao & Beto Padhao events have created awareness of Education Equality among girl children. Mahila Sashaktikarana has created a platform for the upcoming Women entrepreneurs of our institution.

Free Health Check-up camps, Awareness Programs on themes like HIV AIDS Awareness program and Breast Feeding Awareness Program. Training program on First Aid and observing Senior Citizen day.

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

### 3.6.2 Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government recognised bodies during last five years

**Response:** 13

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

2020-21	2019-20	2018-19	2017-18	2016-17
7	1	1	4	0

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

### 3.6.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

**Response:** 64

#### 3.6.3.1 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
21	05	17	09	12

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

### 3.6.4 Average percentage of students participating in extension activities listed at 3.6.3 above during the last five years

**Response:** 101.43

#### 3.6.4.1 Total number of students participating in extension activities listed at 3.6.3 above year-wise during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
2133	995	1040	992	1063

File Description	Document
Reports 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>

## 3.7 Collaboration

### 3.7.1 Number of Collaborative activities per year for research/ faculty exchange/ student exchange/ internship/ on –the-job training/ project work

**Response:** 0.6

#### 3.7.1.1 Total number of Collaborative activities per year for research/ faculty exchange/ student exchange/ internship/ on –the-job training/ project work

2020-21	2019-20	2018-19	2017-18	2016-17
3	0	0	0	0

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

**3.7.2 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: 5**

**3.7.2.1 Number of functional MoUs with institutions of national, international importance, other Institutions, industries, corporate houses etc. year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	5	0	0

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 Institutions etc during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## Criterion 4 - Infrastructure and Learning Resources

### 4.1 Physical Facilities

**4.1.1 The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.**

**Response:**

The college is located on the west side of Vijayapur-Solapur road, having 300 meters long divided 2 lane approach in the new campus of B.L.D.E. which is spread over 115 acres of land. The college is in an area of 8 acres earmarked for the institution. It has 2 main buildings (building A and B) with a small garden and encompasses the space for vehicle parking in between. There is ample space to manage all the courses. Both the buildings have well aerated and spacious 24 classrooms with adequate furniture and LCD systems. The institution has 4 well-equipped computer laboratories and one language laboratory with the latest computers, an internet facility and Wi-Fi support. The infrastructure facilities in the 2 buildings scan conveniently to provide the needs of approximately 1500 students and 60 staff members. Building A is housed with a floor space of about 5438 sq. mtrs. with a vast playground. Building B is housed with a floor space of 3717 sq. mtrs. connected by footpath across the buildings. There are two administrative blocks accommodating Principal and Director Chamber with all facilities. Office room with cabins and computer facilities. Examinations section with cabin, storage room and evaluation room. IQAC Cell, Staffrooms with cubicles and computers with internet facility. The college has municipal water connection and additional bore-wells for adequate 24 hours water supply and filtered cool drinking water facility available in the premises. A full-fledged Auditorium with 120 seating capacity, equipped with Computer, LCD Projector and Audio System is in building B. Sufficient power supply from HESCOM & Central powerhouse with 150KVA Diesel generator in the campus. The computers are powered through centralised UPS backup at various strategic locations. Both the buildings are adequately housed with proper, clean, and hygienic washrooms for all, separated by gender. An All-time accessible ramp is available for people with special needs. Asphalted double lane divided road with the footpath. The college owns 3 buses for students/staff commute and government city buses for transportation of students which ply between campus and other parts of the city at regular intervals. College Infrastructure facilities besides regular use are put to optimal utilization by organizing COP/Value added courses, CPT classes, Banking coaching classes, CET exams, Police exams, KSRTC exams, KPSC Exams, LIC Exams, Remedial classes, Bridge course, Workshops, Seminars, Symposium, Conferences etc., The infrastructure is kept open for the students and faculty during working hours and extended hours whenever required. The gym facility is kept open for our students and all the registered users. The library is kept open from 8:00 am to 2.30 pm and up to 8.00 pm during examinations. As a fire preventive measure, adequate fire extinguishers are placed. A separate Hostel facility for girl students is available with 28 rooms housing 3 students each. The examination section is fixed with motion detectors and an alarm system to prevent unauthorised access. The institution is also having a sick room to address the needs of ill students with the First Aid facility.

File Description	Document
Upload Any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>



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

##### **Response:**

The institution located in the region known for its achievements in the area of sports and cultural activities has a history of glorious achievements of the students in sports at University, National and International Levels. The institution has a full-time Physical Director backed by supportive management to enrich the needs of the student community. The college has a history of having produced many university blues to date. The Institution is committed to creating a steady environment of academic, cultural and sports activities for the overall personality enhancement of the learners. Innumerable sports competitions such as Inter-department, Inter-collegiate, Inter-university, etc help in developing team spirit in students are carried out throughout the year.

##### **The following Out-door sports facilities are available:**

- Volleyball
- Tennis court
- Kho-Kho
- Cricket
- Athletics
- Swimming pool (under construction)

##### **The following Out-door sports facilities are available with separate rooms earmarked:**

- Table tennis
- Chess
- Carom
- Gymnasium:

A small gymnasium facility is housed in building B with adequate equipment assisted by a trained trainer. Equipment like Bench Bars, Weights in 3 sets, boxing bag, treadmill, weightlifting, dumbbells, skipping ropes, etc.,

##### **Cultural Activities:**

The institution holds the reputation of cultural activities on priority and has musical instruments like Tabala, Harmonium, etc., The auditorium and function gallery halls are made available for cultural events. Facilities like, Projector, computer, sound system with sufficient microphones (both wired and wireless) are available. Events like:

- Management Fest
- Freshers' Week
- Orientation Program for new batches
- Farewell for final year students
- YRC functions
- NSS functions
- Training Programs

- Awareness Programs
- Red-cross society Activities
- Ladies Forum Activities
- Celebration of days of national importance (Martyrs Day, Army Day, AIDS Days, etc.,)

In addition, the college funds students when they represent the college at inter-collegiate cultural events. Participation in these activities enables students to train and develop professional skills such as communication, teamwork, managerial, leadership, time management, prioritization, and work efficiency. This helps in the overall development of the students participating in such activities. Minimum attendance is condoned for participation in cultural events. External instructors are invited to mentoring and guide the performances.

The students' interpersonal relationship is augmented in a very nutritious manner. They are awarded trophies, medals, and certificates to inspire them.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Geotagged pictures	<a href="#">View Document</a>
Paste 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. (Data for the latest completed academic year)

**Response:** 95.83

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

Response: 23

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

#### 4.1.4 Average percentage of expenditure for infrastructure augmentation excluding salary during the last five years (INR in Lakhs)

**Response:** 45.14

##### 4.1.4.1 Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
0	84.44	14.13	24.64	14.26

File Description	Document
Upload Details of Expenditure , excluding salary during the last five years	<a href="#">View Document</a>
Upload 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 institution has always upheld the importance of research in learning. And this learning process is incomplete without the support and facilities of a good library in place. The institution houses two main libraries to enable the facilities to the learners. The library committee consists of the Principal/Director, Heads of department, Senior Faculty, Student Representatives, and the Librarian. The committee considers the requirements of the library and approves the same for every year. They discuss the issues, funds utilisation, subscription to journals, etc., The committee is also responsible for bringing in changes required to enable/support the learning process. The librarian takes the initiative to orient the new entrants of the library services and facilities offered at the library. Both the libraries are automated using two different software. Details of the automation are as below:

Sl. No.	Location	Name of the Software	Version	Year of Implementation	OPAC av
1.	Main Library (Building -A)	E-Lib	16.2	2006	Yes
2.	Sub-Library (Building-B)	NewGenLib	3.1.1	2008	Yes

The Open access Catalogue is available to the students within the campus network. The library is having a rich collection of Old and New editions of textbooks, national and international journals, e-books, newspapers, magazines, etc., The ILMS takes care of maintaining the visitor tracking electronically providing the librarian automated access to statistics of the number of footfalls daily. The main library also has a dedicated digital library with computers, thus making access to e-content electronically within the library. The E-lib (library management software) is a standardized application developed indigenously by AARGEES Software solutions. The application is fully functional and capable of generating all the possible statistics required by various statutory bodies and reports. The NewGenLib on the other hand is also a fully automated standardised and free to use, open-source application developed by Verus Solutions (Kesavan Institute) Hyderabad. The Web-based OPAC is accessible throughout the college campus through Wi-Fi and Local area networks. It possesses regular search, smart search, and advanced search capabilities. The NewGenLib application is also capable of generating various reports and statistics as required by various statutory bodies on a timely basis. In both applications, the librarian is the

administrator who manages the key changes related to the master data of the applications. The barcodes are generated electronically with the assistance of the applications. The generated barcodes are then pasted on every movable library asset (books) which are issued to the patrons, and thus enables to easily keep the track of issues and return of the books at the counter. The use of barcode technology has drastically reduced the time of library users and has helped in the stock verification process on an annual basis. The library applications are remotely hosted/ installed on a different system to keep them infection-free and are kept in the librarian's chamber and dedicated server room. The ILMS currently support the following aspects: Barcode based Circulation, Cataloguing, Dewey Decimal Classification (DDC), Patrons, Administrations, Report Generation.

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

#### 4.2.2 Institution has access to the following: 1. e-journals 2. e-ShodhSindhu 3. Shodhganga Membership 4. e-books 5. Databases 6. Remote access to e-resources

**Response:** A. Any 4 or more of the above

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Details of subscriptions like e-journals, e-books , e-ShodhSindhu, Shodhganga Membership etc	<a href="#">View Document</a>

#### 4.2.3 Average annual expenditure for purchase of books/ e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

**Response:** 2.66

##### 4.2.3.1 Annual expenditure of purchase of books/e-books and subscription to journals/e- journals year wise during last five years (INR in Lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
0.74	2.41	2.73	2.25	5.18

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

**4.2.4 Percentage per day usage of library by teachers and students ( foot falls and login data for online access) during the latest completed academic year****Response:** 53.65**4.2.4.1 Number of teachers and students using library per day over last one year**

Response: 684

File Description	Document
Details of library usage by teachers and students	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**4.3 IT Infrastructure****4.3.1 Institution has an IT policy covering wi-fi, cyber security, etc., and allocated budget for updating its IT facilities****Response:**

The IT infrastructure has always been like the backbone of the college for very long, with being able to cater to technology education dated back close to 20 years till date and counting. The well maintained and trained technical staff in the college, supported by the IT Committee comprising of the Principal, Co-ordinator, and members. The committee continuously works on updating and upgrading the IT infrastructure from time-to-time basis to meet the continuous requirements of the changing technology.

The IT infrastructure is backed up with sufficient power supply and with two 20KVA online UPS, and eleven 5KVA online UPS. The computer systems with the latest configurations are used in all the parts of the college, connected seamlessly to the Internet through the LAN. The use of multiple Virtual LANs addresses the security concerns. The entire network is protected with a strong community developed opensource firewall and maintained centrally. All the computers are regularly updated with the latest security patches and upgraded regularly. The college has a dedicated internet 50Mbps leased line from Supersonic Internet Service Provider. The institution has 24 X 7 Wi-Fi internet connectivity to enable e-learning to the learners and access to the latest information. Most classrooms and faculty cubicles have dedicated computers connected to the internet thus enabling the need to access the latest information for their research. The institution IT committee has been materialistic in bringing in Web-based solutions to the advantage of administrative activities. The Biometric based attendance system is used for staff and student's attendance.

Students access the e-content using the college Wi-Fi provided by assigning dedicated IP addresses to monitor the usage of the same. To support the IT infrastructure, the institution has invested in hardware and software. The institution has to its IT infrastructure much hardware like the servers, managed switches, unmanaged switches, Firewall, CCTV system (analogue and IP based camera). The institution also has servers capable to handle many client-server-based applications like NewGenLib, E-Admin, E-Examination, etc., to its feather. The two buildings relate to Optical Fibre Cable (OFC) for smoother and

fast network connectivity. The institution has its own dedicated website, with subdomains for its main courses. The MBA students are provided with official email addresses of their own. Every faculty and non-teaching staff are provided with an official email address under the domain bldeaspcc.ac.in. Recently the MoU with PayU has enabled the use of an electronic mode of payment system integrated into the fee management system. The institution financial records are all maintained with Multiuser Tally Licence. The institution has been using google suite for education for more than a decade.

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

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

**Response:** 4:1

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Student - computer ratio	<a href="#">View Document</a>

#### 4.3.3 Bandwidth of internet connection in the Institution.

**Response:** 750 MBPS

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View Document</a>

#### 4.3.4 Institution has the following Facilities for e-content development

1. Media centre
2. Audio visual centre
3. Lecture Capturing System(LCS)
4. Mixing equipments and softwares for editing

**Response:** B. 3 of the above

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Link for Additional information	<a href="#">View Document</a>

#### 4.4 Maintenance of Campus Infrastructure

<p><b>4.4.1 Average percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component during the last five years</b></p> <p><b>Response: 13.65</b></p> <p><b>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)</b></p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>1.00</td> <td>32.37</td> <td>1.19</td> <td>5.19</td> <td>3.56</td> </tr> </tbody> </table>					2020-21	2019-20	2018-19	2017-18	2016-17	1.00	32.37	1.19	5.19	3.56
2020-21	2019-20	2018-19	2017-18	2016-17										
1.00	32.37	1.19	5.19	3.56										
File Description	Document													
Upload any additional information	<a href="#">View Document</a>													
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:**

**Physical facilities**

Students admitted to the current academic year are entitled to the utilisation of all the physical facilities including various laboratories, classrooms, and computers etc., The students seek admission to desired courses including a laboratory curriculum they are billed for laboratory expenses at the time of the admission as proposed by the statutory body in addition to that a non-salary grants are allocated for the maintenance of the laboratories and the classrooms which a part of the teaching and the learning processes.

- Every physical infrastructure (including moveable and immovable assets) of the organisation are subject to utilisation by the staff and students.
- Sanitation facilities are to be cleaned daily and cleaning schedule with proper checking of the same

and supervised/ countersigned by the concerned staff assigned.

- The classrooms boards and furniture facilities are utilised regularly by the students.
- The maintenance and the cleaning of the classrooms and the laboratories are done with the efforts of the non-teaching staff, and in significant cases, the college goes for the maintenance contract to local experts.
- The college has an adequate number of computers with internet connections and the utility software' distributed in different locales like office, laboratories, library, departments etc.
- The central computer laboratory connected through the network is open for the students,
- The administrative staff is provided with computers and an internet facility for the smooth and systematic flow of work.
- The departments and the staff can make use of the computer system with the internet at their seating places.
- The college website is developed, maintained and updated regularly by the internal IT faculties of the college after due authorisation by the heads of the departments and the Principal.
- The respective service providers regularly do the maintenance of UPS and the Generator. Electrical and Plumbing related maintenance is done with the help of local skilled persons, and the expenditure is done from budget gained by the institution from different sources.

### Academic and Support Facilities

- The academic support facilities like the library, the sports and the other platforms to assist the overall development of the students like NSS, NCC or Competitive examination cell etc. are being made available to students.
- The library is maintained with adequate racks and stacks to store the books in an organised manner as per the Dewey Decimal Classification.
- Library information is entered and maintained through the software (NewGenLib & E-Lib). Every student or staff can avail the resources by producing the Identity cards to the library staff during issue or return of the same.
- Usage of library books, issue and return, are done as per the institute library policy.
- Accession to the library is permitted at the cost of the deposits as caution money.
- The college management makes a provision of the budget for library maintenance.
- The activities like fumigation and keeping the library clean is done frequently by the menial staff.
- The sports department of the college is meritorious, and some credit defiantly goes to the adequate infrastructure of this department which can be used by students, staff and the local community. The running track and the outdoor facilities are free to use for all the stakeholders.

File Description	Document
Upload any 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 last five years

Response: 47.4

##### 5.1.1.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2020-21	2019-20	2018-19	2017-18	2016-17
348	659	663	636	592

File Description	Document
upload self attested letter with the list of students sanctioned scholarships	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format	<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>

#### 5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution and non-government agencies during the last five years

Response: 3.03

##### 5.1.2.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2020-21	2019-20	2018-19	2017-18	2016-17
25	46	40	19	57

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Number of students benefited by scholarships and freships besides government schemes in last 5 years	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

**5.1.3 Following Capacity development and skills enhancement activities are organised for improving students capability 1. Soft skills 2. Language and communication skills 3. Life skills (Yoga, physical fitness, health and hygiene) 4. Awareness of trends in technology**

**Response:** A. All 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 students benefited by career counseling and guidance for competitive examinations as offered by the Institution during the last five years.**

**Response:** 40.86

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

2020-21	2019-20	2018-19	2017-18	2016-17
1452	243	450	123	252

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 The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases 1. Implementation of guidelines of statutory/regulatory bodies**

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

**Response:** A. All of the above

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

## 5.2 Student Progression

### 5.2.1 Average percentage of placement of outgoing students during the last five years

**Response:** 7.29

#### 5.2.1.1 Number of outgoing students placed year - wise during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
05	17	14	50	29

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

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

**Response:** 12.88

#### 5.2.2.1 Number of outgoing student progressing to higher education.

**Response:** 38

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: IIT-JAM/CLAT/ NET/SLET/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations, etc.)**

**Response:** 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Number of students qualifying in state/ national/ international level examinations during the last five years	<a href="#">View Document</a>

### 5.3 Student Participation and Activities

**5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.**

**Response:** 35

**5.3.1.1 Number of awards/medals won by students for outstanding performance in sports / cultural activities at inter-university / state / national / international events (award for a team event should be counted as one) year - wise during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
0	12	7	7	9

File Description	Document
Number of awards/medals for outstanding performance in sports/ cultural activities at inter-university / state / 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>

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

**Response:**

The College is associated with a number of activities at the institutional and societal levels. Most of the activities are planned, monitored, executed by the students. Students Council is set up and regular meetings are held with the faculties and student representatives. The council consist of the best students coming from all programmes depending upon their expertise. These students regularly give suggestions to upgrade the public image of the college at a broader level.

**Administrative level Participation**

Students are actively participating in the statutory committees as well as cells such as IQAC, Grievances Redressal, Placement, Anti-raging, Cultural, Sports etc. At the stage of the Orientation programme, the students are informed about the functioning of the HEI and their rules and regulations. The students are convinced about the opportunities to develop their skills and overall personality. The process of admission, examination form submission, scholarship applications etc. is smoothly conducted by the students themselves under the guidance of the administrative staff.

**The significant role of the students' council**

- The institution has an active student council with class representatives selected on the merit base, who are engaged in various academic and administrative activities.
- Class representatives are the link between the faculty and students. They keep the students updated about all the campus events.

Various committees:

- **PLACEMENT CELL:** Student Co-ordinator along with the faculty member forming the placement cell, disseminate all the qualitative information regarding opportunities available in the esteemed industries and accordingly conduct placement drives.
- **CULTURAL COMMITTEE:** Student representatives get involved in activities for organizing various cultural events, competitions and celebrating national festivals. Further Teacher's day, Fresher's day and Farewell functions for outgoing students are being celebrated with the greatest enthusiasm.
- **SPORTS COMMITTEE:** Physical Director heads this committee. Student's representatives with the assistance of their members of the Council involved in organizing various Indoor and Outdoor sports activities at the institution level.
- **ANTI-RAGGING COMMITTEE:** It consists of the Chairman and members from the student council, representing the student community with respect to the issues of eliminating Ragging and Drugs Usage. However, it is important to note that to date this college does not have any issue in respect of the Ragging and Drugs Usage.
- Two representatives of the students' Council become the members of IQAC, who participate in various meetings of IQAC and undertake various duties assigned by the IQAC head.
- **GRIEVANCES COMMITTEE:** The coordinator of the cell along with the student representative are continuously dedicated to the participation of various meetings and actively involved in respect of solving the grievances of aggrieved students and arriving at acceptable solutions.

There are certain committees like NSS, NCC forming the majority of the talented students striving to return their potentials to this esteemed institution. Their productive contribution helps them for developing their personality and adds to the beautification of the entire college programme.

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

### 5.3.3 Average number of sports and cultural events / competitions organised by the institution per year

**Response:** 8.2

#### 5.3.3.1 Number of sports and cultural events / competitions organised by the institution year - wise during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
17	02	05	10	7

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Report of the event	<a href="#">View Document</a>
Number of sports and cultural events / competitions organised per year	<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 other support services.

#### Response:

The aim of ASP College of Commerce's Past Student's Educational Association shall serve as a platform to bridge the gap of students-Alumni interaction driven by the ideals and values that shall ensure the upliftment of both present and alumnus with support to build social, knowledgeable, and motivational capital for ASP College and its students.

The institution has a very strong alumni association named Past Student's Educational Association of ASP Commerce college of Bijapur, registered on 25th August 1981 REGED No.23/81-82. The college organized at least one alumnus's meet in a year, the local and outsider alumni take initiative for arranging such meetings. The alumni of the college are placed in industries, education, business, professional field academics and social works. The institution has the topmost renowned alumni, more than 100 lecturers and 100 chartered accountants and 12 principals in the alumni association, who play a key role in building in this group for the development of the college and works for the overall development of the students. It helps our institution not just financially but in terms of academic planning and placement of the students and career guidance. Much of the alumni are retired teachers who are called resource persons who deliver expert talks during seminars, conferences, and workshops.

The financial contribution of the Alumni Association for the development of the college is very notable. It also comes forward to help the economically weaker students to pursue their higher education by providing financial help. While organizing seminars and workshops for the teachers and students they contribute or sponsor one of the events to make it successful. Alumni students who joined government service or are successful entrepreneurs are invited to guide the existing students. Some of our past student's educational association members have donated the fund to honour the meritorious students every year to motivate them. They also guide the present students in the preparation of various cultural events and help the NSS Students in organizing the special camps at village levels. They help a lot to make the campus green and pleasant. Past student educational association donated Goddess Saraswathi idol worth Rs 1,00,000 installed at the entrance of our institution and organized one-day Symposium on GST and published 1000 Booklets on GST in Kannada and English language. In May 2021 Past Students' in Association with our institution distributed food and essential things to the corona affected people in Shri.B.M.Patil medical college Vijayapur. During the academic year, 2020-21 the Past Student's Association has contributed Rs.13 Lakhs towards Exam Bhavan and also planned to contribute Rs.1Lakh for every year towards Research Centre.

Alumni Association is strong support to the institution. They can contribute to Academic matters,

student's supports as well as mobilization of resources both financial and Non-financial.

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

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

**Response:** A. ? 15 Lakhs

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

MAAC



## 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 vision of the institution envisages producing enterprising human resources through humanizing qualities and innovative calibre, transforming students into socially responsible and accountable citizens. The institution further committed to empowering its youth and talented population, which at present is socially underprivileged and educationally deprived, especially living in the remote areas of the district through providing knowledge, opportunities at affordable cost.

The strategies endeavour in achieving the vision of the institution which strengthen vigorous academic environment by focusing on quality teaching and learning, research, formulating strategic plans for future institutional development.

The leadership at the college level starts at the Principal followed by Director, IQAC and HoD of various academics like commerce, management etc. The activities under Sports, NSS and NCC are under separate leadership "Co-ordinator". The college has a clear organizational structure for optimum decision making and its implementation. The Management Committee comprises the statutory bodies, such as the Academic Council, Board of Studies, Finance Committee. The important non-statutory committee is IQAC.

**The Managing Committee:** The Association comprising the management cadre is the driving force of the administration and ensures imparting quality education and leadership qualities to suit the emerging trends in the market. The administrative policies and practices are laid down by the management looking to the scenario. The academic and administrative planning and its implementation at the institutional level reflect the effort of the strategies towards the overall growth and personality development of the students through the career orientation programme. The management entrusts the day-to-day functioning in the hands of the Principal & Director who is advised by the members of the Governing Body.

The institution believes in a system of participatory management through the process of delegation and decentralization. The leadership of the institution is committed to ensuring the participation of all stakeholders by strengthening the various statutory and non-statutory bodies in the institution. It is designed that the faculty has the freedom to give suggestions to the higher authorities for the enrichment of quality parameters in the institution depicting participative decision-making process in the leadership of the institute helping it to achieve the vision, mission and finally the objectives of the institution.

**Board of Studies (BoS):** Each teaching department and course of studies under self-financing shall comprise of the head of the department, teachers and two experts outside the college are nominated by academic councils. And generally, the terms of BoS is three years

**Academic Council:** It consists of representatives and experts as per the UGC norms for the Autonomous Colleges. All the heads of the departments are its members by default. It approves all the academic activities recommended by the Board of Studies.

**Finance Committee:** The College has constituted a finance committee as per the UGC guidelines for autonomous colleges. This committee prepares the annual budget, foresees, and monitors the funds from UGC and other funding agencies and seeks approval from the governing body for its distribution and utilization.

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

### 6.1.2 The effective leadership is reflected in various institutional practices such as decentralization and participative management.

#### Response:

Participative Management is observed at all levels of hierarchy in the college by involving all the stakeholders, ensuring transparency, both in Academic and Administrative areas. Right from the decision making to the implementation of the decisions all the stakeholders are involved in the entire process. The Policy decisions of the college are taken by the Managing Committee. The decision at the routine course of action, are generally taken by the Principal, Top Officials, HoD and also by the Students Council depending upon the seriousness of the issues concerned and its overall impact on the image of the college. Periodic meetings of the statutory bodies are conducted to decide on matters related to academics, administration and its overall implementation at the college level by different concerned staff. The regular meetings are further arranged of all the heads of the departments headed by the Principal. Certain resolutions are passed after brainstorming sessions in the related matters in the best interest of the institution. Decentralized and participative management is observed under one roof of the institution having a direct impact on its curriculum, name and fame. The HoD prescribe the syllabus, update it periodically, and gets approved by the academic committee and further BoS whether to accept or not with their remarks and recommendations. The said HoD then monitor whether the syllabus would be completed in time or not. If not possible, immediate corrective action is taken for the same, safeguarding the ultimate interest of the students. Commonly AC monitors the evaluation of teaching-learning methods and protects the interest of the institution's academia. The periodic meetings of different statutory bodies along with IQAC control the College's quality assurance, sustenance and advancement.

The BoS and AC generally suggest the syllabus and the Alumni recommend certain syllabus based on the industrial needs so that the passing of the student would subject themselves to the opportunities of Industrial placements. Further some industries conduct campus interviews with the assistance of a designated Placement Officer for employing meritorious students.

Participative Management is highlighted by establishing committees such as Grievances Redressal, Anti-sexual Harassment, and Women Empowerment. The voices addressed in such a committee are ensured to get fully resolved after a thorough deliberation of the committee members with the consultation of the higher authorities. The decisions taken hereunder are implemented through a proper channel, ensuring the best practices of decentralization and further participative management at the institute level.

**Case study showing participative management and practising decentralization by cultural committee:**

The Participative management was clearly illustrated in our recent programme on 25/9/2021 under the title “UDBHAVA SRISHTI” wherein different committees like Stage, Food, Anchoring, and Disciplinary were formed comprising the personnel from different hierarchies. The parents of students were also arranged to participate and awarded for their performances. The financial needs were complied by past student association and different renowned individuals. In the cultural activities, faculty members and more importantly Principal himself performed and got attraction from the public present over there.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for strategic plan and deployment documents on the website	<a href="#">View Document</a>

## 6.2 Strategy Development and Deployment

### 6.2.1 The institutional Strategic / Perspective plan is effectively deployed

#### Response:

College keeps in tune with modern technological know-how. Every new development in academics is explored for students’ market-driven opportunities. For developing the student in a holistic manner the college adopts emerging trends in syllabus framing, usage of the latest technological tools for the long-term benefits including

#### Teaching and learning:

- College moved from teacher to student-centric approach.
- Developing global competencies and market-oriented approach by ICT enabled classrooms.
- Focusing on modular teaching.
  - Creating SMART CLASSROOMS
  - Giving options for selection of papers
- Value-added courses are introduced for employment opportunities.
- The perspective plan is also depicted by constructions of ladies hostel, swimming pool. They are also illustrated in benefiting physically disabled students like purchasing of wheelchairs. The visually challenged students are assisted by screen reading software for appearing in the examinations.

#### Research and Development:

The faculty members and students are motivated to take up major research projects by availing funding from external agencies and publishing their research work in reputed journals at national and international levels. There are compulsory research projects / mini projects for the PG and UG students respectively. We are now planning to commence a dedicated well-established research centre.

#### Community Engagement:

The institute takes up community engagement activities such as donations to the needy, disaster management activities through NSS initiatives.

### **Human Resource Planning and Development:**

At the beginning of each academic year, the Management Committee reviews the vacancies and makes necessary appointments through a detailed interview procedure. The new recruits are given orientation and training. For the Non-Teaching cadre, ICT enabled software training is provided from time to time to upgrade their performance. In addition, the central HR department of the association organizes training programmes for overall personality development for non-teaching staff. Faculty members are deputed for various programmes such as FDPs, MDPs, orientation and refresher courses.

### **Industry Interaction:**

The College has an industry representative in BoS. The students of the PG department are sent to different industries for the presentation of their projects and internship. Different esteemed industries conduct campus interviews for Graduations and Post-graduation to strengthen placements in the industry through the placement cell. The placement cell of the college invites the companies to train the students based on their needs through pre-placement planned sessions and initiates campus recruitment drives, thus enriching the employability quotient of the students. The institution presently signs up more MoUs to tie-ups with corporates.

### **SOP Cell:**

- Annual Performance Reports of teaching and non-teaching staff are at the initial stage are appraised and reviewed by HoD and further the principal of the college which is subsequently submitted to SOP for their final remarks and the essential corrective actions.
- In order to boost the research activities at the institutional level, we promote to the publication of research papers, conducts webinars, conferences and are recognized by appreciations and rewards.
- In light of the above lines, the overall development of the institutional calibre is highlighted. We continuously strive to upgrade the institution, its name and fame and its overall acceptability at the national and international levels.

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

### **6.2.2 The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules and procedures, etc.**

#### **Response:**

The organization structure of the Autonomous institute has been functioning and deploying services as per

the statutes Guidelines of UGC, directives of State Government, the Parent University, and the Management. The organizational structure of the institution is decentralized under balance mechanism. Board of Studies, Academic Council, Governing Body and Finance Committee are formed as per the of UGC guidelines for the effective functioning of the institution under Autonomous Mode. The management and administration of institution is vested in the hands of Governing Body of institution.

- The composition of College Governing Body as per UGC Guidelines, Principal as the Member Secretary. This body Discusses and advises the Principal in academic and administrative matters.
- The Academic Council is solely responsible for all the academic matters such as approval of Regulations, Programmes, Courses, Syllabi etc.
- The Finance Committee advices to the principal of the college regarding financial management of the institution.
- The Board of Studies is responsible for academic curriculum.
- The SOP Committee is responsible for the review of performance and overall development of the institution.
- The Board of Examiners shall perform the functions relating to the conduct of examinations and other functions as may be assigned to it by the academic council.
- The Controller of the examinations monitors the continuous evaluation process in internal assessment and semester examination.

The Principal is the final authority in the decision-making process in academic progress, admission and administrative matters. He is the chairman of the IQAC, Disciplinary Committee, Purchase Committee and Library Advisory Committee, etc., The IQAC helps the Principal in decision making of overall administration which involves the planning of the academic calendar and its systematic implementation. The IQAC is the main body that co-ordinates different activity on the campus and takes initiatives to strengthen the quality parameters in all the areas of the institution's function. The student council and faculty members play an important role in executing the curricular and extra-curricular activities. This is constantly being upgraded, depending on the feedback received in execution and the monitoring of these mechanisms.

#### **Institutional Procedures Service Rules:**

All employees of the institution are governed by the service rules of BLDE Association. The service rules manual is handed over to the employees at the time of joining and is also published in the BLDE Association website.

**Recruitments & Promotions:** The institution has put in place a transparent system for recruitment and promotions teaching and administrative staff. The recruitment and promotion policy and rules are mentioned in the HR Policy of BLDE Association for Management Appointment and KCSR Rules & UGC guidelines for Aided staff appointment. Academic Performance Indicators scores are essential for teaching recruitments, promotions, and rewards and incentives at BLDE Association.

**Grievance Redressal Mechanism:** The institution has in place a grievance redressal mechanism for both staff and students. Staff grievances are heard by the Principal and the ultimate appellate authority is the Management BLDE Association. Students grievances if not resolved at the institute level will be addressed, hear & solved at the UGC mandated committees.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link to Organogram of the Institution webpage	<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. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

**Response:** A. All of the above

File Description	Document
Screen shots of user interfaces	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
ERP (Enterprise Resource Planning) Document	<a href="#">View Document</a>
Any 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 and avenues for career development/ progression

**Response:**

A conducive work environment enhances the personal well-being of the staff. The college is sensitive to the need for teaching and non-teaching staff that are the spine of the institution. The management has initiated several schemes to enhance the efficiency and productivity of the institution.

The following welfare schemes are made available for teaching and non-teaching staff of the institution:

Medical Insurance Scheme, ESI, Provident fund, Gratuity, Group Insurance Scheme, Pension, Festival Advance, Membership in cooperative credit society is available for Teaching and Non-teaching Staff. Other facilities provided:

Teaching	Non-teaching
Increments to faculty on completion of PhD.	Group Insurance, PF & ES
Free Transportation	Free Transportation

Provident Fund	Festival Advances
Medical Leave	Fee concession to children of staff
Maternity Leave	Quarters for staff
Loan facility from Employee Co-operative Society	Petrol Allowances for non-teach
Quarters for staff	
Financial Assistance for participation in Conferences and Seminars	

### Welfare measures:

- Statutory ESI for non-teaching staff
- Group Insurance Policy for substantive teaching and non-teaching staff of the college is a regular practice promoted by the college.
- EPF coverage for the management paid teaching and non-teaching staff and ex-gratia at the time of their retirement. Their retirement policy is maintained as per the EPF rule and Government orders.
- The management staff is given regular increments and Basic pay is revised periodically.
- The college provides festival advance to the non-teaching staff which is subsequently adjusted in the salary in instalments.
- The college runs an Employee Co-operative Society, registered under the Co-operative Society Act, to cater to the financial needs of the staff of the college by giving advance amounting to a maximum of Rs. 5,00,000/- at a nominal rate of interest. The dividend is distributed annually on the society's shares.

### Facilities and Amenities:

- Well-equipped staff rooms.
- Well stocked library with both print and electronic resources.
- Hospital facilities in the BLDE Association.
- Gymnasium for the staff.
- Swimming pool.

### Professional Development Measures:

- Financial assistance for participation in conferences and seminars.
- Incentives for publication in national and international journals.
- Paid leave for PhD coursework.
- Felicitations of faculty for achievements in research.
- Conduct of Faculty Development Programme and Staff Training Programme.
- Increments to faculty on completion of PhD.
- Regular promotion for staff as per UGC and AICTE guidelines.

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:** 48.22

#### 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

2020-21	2019-20	2018-19	2017-18	2016-17
5	10	15	24	21

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

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

**Response:** 3.2

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

2020-21	2019-20	2018-19	2017-18	2016-17
8	3	2	2	1

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

### 6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation /



**Induction Programmes, Refresher Course, Short Term Course ).****Response:** 63.55**6.3.4.1 Total number of teachers attending professional development Programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
84	4	1	16	1

File Description	Document
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	<a href="#">View Document</a>
IQAC report summary	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for 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:**

In order to have a disciplined and transparent financial management a competitive financial audit takes place at regular intervals. Initially a finance committee constituted under the guidelines of UGC prepares a financial budget for academic year and monitors the disbursement of funds and further the utilization as per the exact heading as stated in the budget. The college endeavors the transparency and for the purpose the collection and the payments are made completely online.

**Internal Audit:** The internal audit is conducted periodically from the designated internal auditors. They regularly check the incoming and outgoing financial transactions of all college accounts. Based on the same, they prepare a statement of Receipts and Payments, Income and Expenditure. On the grounds of such audited statement, a balance sheet is finalized and submitted to the management for their consideration and approval.

**Concurrent Audit:** Our parent Institution namely BLDEA appoints well experienced Chartered Accountants firms for carrying out the audit which is termed as a concurrent audit.

**External Audit:** The office of the joint Director, Collegiate Education, Bangalore, and the Accounts

General Office, Bangalore have the final authority and they carry out the statutory audit of the institution.

Through such statutory audits, the exact utilization of the funds connected to the assets are ensured. The related financial documents and audited statements hitherto are examined whether or not up to the standards of guidelines issued by UGC.

In addition to the above three types of audits, the audit of the assets such as stock of library books, lab equipment and furniture & fixtures and other fixed and movable assets are periodically carried out in order to prepare a balance sheet. Any objections raised in this regard by the auditors, the financial committee immediately initiate the corrective actions and resolved any discrepancies shown in the audit report.

### Settlement of audit objections

Any objections received from the auditors are addressed at:

1. **Accounts Assistants:** The routine functioning of the institute may commit errors as duplications, commission & omissions etc., are corrected by verifying the related documents at the level of accounts assistants and are certified by the authorized person.
2. **Head of the Institution:** Any severe objections are addressed by the Head of the Institution such as principal errors, provision for depreciation and valuation of stocks, treatment of capital and revenue expenses, wrong treatment in case of prepaid and outstanding expenses and so on.
3. **Management or parent education society:** Any objections regarding the policy decisions itself are addressed by the parent education management. In addition to this any falsification or manipulation of the accounts, misappropriation of cash, writing off assets such as books, dead stocks, adequacy of provisions and further suspected irregularities.

In such ways, the objections raised by the auditors at different level are addressed and settled to the satisfaction of the concerned auditors and overall management.

File Description	Document
Any 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 and V) (INR in Lakhs)

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

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

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

#### Response:

The college finance committee constituted under UGC guidelines meets regularly and prepares strategy for mobilization of funds under management initiatives. The management decides the fees structure for the Programme offered by the college under self-finance scheme after deliberation with the programme authority and demand for the course and cost towards the present infrastructure and further need to expand the infrastructure in future.

Aided staff are paid the salaries in proposition of 80:20 by UGC & state Government respectively. Budget is submitted to the JDC.

The budget of the institution is a key to its fund mobilization. A budget is prepared by the Accounts Section of the institution and placed before the Finance Committee every year. It is ratified by the Governing Body. The college applies to Government funding agencies for acquiring funds earmarked for the institution. The Principal and the specific Committee formed for monitoring the fund disbursement meet and decide how the optimal utilization of funds can be achieved within the guidelines of the funding agency. The committee meets at regular intervals to assess optimal fund utilization and Heads of various Departments are intimated about their resource allocation. The Office and Accounts Section prepares the utilization certificate which is submitted to the funding agency within a stipulated time-period for release of subsequent funds. Other source of fund mobilized being ICSSR grants for research project.

UGC grants are spent for the specific purposes and are regularly audited. Articles purchased for the maintenance & development gets approval from association committee and are subjected to the continuous audit.

The effective functioning of the institution depends upon resource availability and its optimal utilization. The college mobilizes its financial resources in the following ways.

- Fees collected from the students is the most important source of finance.
- Sponsorship and endowment cash prizes.
- Salary Grants received for aided staff, disbursed by the department of collegiate education, state Government.
- Funding received by faculty for ICSSR minor research projects and Fellowships
- Scholarship funds received from state as well as central Government.
- Registered alumni contribution and well-wisher individuals provide funds on different occasions and for conduct of events.
- Support and financial assistance from management.

#### Optimal utilization of resources is ensured in the following ways:

- All the Departments need to give their financial requirement to finance committee to the before the

beginning of the academic year.

- Finance Committee scrutinizes the requirements of the Departments vis-a-vis sanctioned funds and on priority basis.

Substantial portion of the fees collected from the applicants seeking admission is utilized for welfare of the students in terms of fee concession for needy students and sports promotion in the form of special funds. Students Aid Fund is also promoted by the Teacher's Council of the College to assist financially backward section of students vetted by appropriate committee.

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 visible in terms of – Incremental improvements made for the preceding five years with regard to quality (in case of first cycle) Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives (second and subsequent cycles)**

### Response:

The Academic Audit of an institute is a uniform process that starts with data from teachers and students to assess the academic performance through IQAC. The collected data is put before the principal and further the management through the SOP system and is analyzed thoroughly. The generated reports are the basis used for the faculty's increments and promotions. The results thus received are notified to the faculty members.

Various IQAC initiatives have been taken up after each cycle of NAAC accreditation based on suggestions up-gradation of the standard of the institute is initiated.

- Adding usage of ICT in teaching and learning.
- Building up of allied infrastructure like a hostel, swimming pool etc.
- Adaption of CBCS for UG level programme.

Whatever the quality assurance strategies were mentioned in the prior cycle of NAAC have been implemented during the present period of NAAC and includes Autonomous system, women empowerment activities, strengthening & enhancing the academic activities, increase in students' participation in an internship.

### Two major initiatives are as follows:

- **Amplification of IT assisted administration and teaching-learning process:**

The IQAC is emphasizing to increase in the utilization of ICT facilities in day-to-day functioning and integrating through the systematic addition and up-gradation of IT infrastructure in all sections of the college.

### **Strengthening of IT backbone contributing to the institutional research, teaching, and learning process.**

The internet has been the most dependable service mode of access to e-resources and other electronic media to create a digital learning environment. The Internet bandwidth was increased from 30 Mbps to 52 Mbps. The IQAC emphasizes the integration of IT activities to boost the proficiency of the institution, such as Registration and admissions, Fees Management, Payment Gateway Integration through Pay U, Application forms and Hall Ticket generation, MIS and Biometric attendance system linked to HR portal, such initiatives have brought in more transparency and accountability than earlier. Similarly, the present hardware and software were upgraded in a phase-wise manner. Legacy computers were either replaced or upgraded to meet the revised curriculum.

The IQAC in consultation with the Principal took up initiatives on up-gradation and modernization of our UG and PG examination towards enhanced transparency and better confidentiality. The mark sheets issued by the college has a hologram and various security measures to prevent duplicity.

#### **• Innovations in Research and Publications**

The college has a well-defined SOP cell to monitor and address the issues concerning research and development and to imbibe a research culture among the faculty and the student. The teaching faculty is encouraged for research activities under PhD and presentations of papers in journals which shall attract incentives and awards if any.

The institute under the initiatives of IQAC gives the thrusts to promote more and more research activities. For the purpose

- 2 Days Capacity Building Workshop on research publication in journals of repute “DIKSOOCHI”
- Hands-on experience on Research Visibility
- Webinar on Applications of Statistical Methods in social science research
- Webinar on Case Writing and teaching using case study method

File Description	Document
Any 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 and recorded the incremental improvement in various activities ( For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives )**

**Response:**

The advisory body IQAC having its evolutionary main function for constituted in the year 2004, according to the guidelines prescribed by UGC to ensure to maintain and enhance the quality of the institution. During the academic, IQAC successfully implemented and introduced curricular, co-curricular and extra-curricular activities. A few to mention are **CBCS for UG** programmes, usage of ICT for teaching and learning activities. These will be monitored by the IQAC Cell and SOP committee and further conducting webinars and online classes during pandemics.

To highlight two examples of institutional reviews and implementation of teaching learning reforms facilitated by the IQAC are discussed below:

**ANNUAL ACADEMIC AUDIT**

To advance the functioning of the institution and having a reality's sake on various parameters prescribed by NAAC, IQAC conducts the Annual Academic Audit (AAA) to assess the functioning of the department and improve the quality standards with respect to curriculum teaching learning methodology, research and development programmes.

The IQAC, in consonance with the central management has constituted a Standard Operating Cell (SOP) for periodic internal and annually external audit of the institute to evaluate the performance of the departments and the institution as a whole. The internal audit team comprises of the Principal, the Director and the SOP Cell members 4 in number. The internal audit team visits the departments on a continuous basis and evaluate the performance. The departments present their yearly activities to the external audit team for their evaluation. The external audit team compromises of the academicians and renowned educational experts.

The departments are assessed on the performance of the following parameters.

**Academic Council:**

- Curriculum Design & Development – quality of curriculum, new courses introduced, credit courses offered and feedback process used.
- Teaching, Learning & Evaluation – ICT in Teaching Methodology, Activities for Advanced Learners and Slow learners, Faculty profile, Evaluation Methods and pass percentage.
- Research, Consultancy & Extension – Minor and Major Research Projects, Publication, Consultation and Community development programs.
- Student Support & Progression – Motivational Speech, Career Counselling & Guidance, Guest Lectures and Student Participation in inter and intra college/university events.

**IQAC Activities**

- Innovations/Brainstorming in Best Practices of the College
- Stakeholders feedback on curriculum and take actions accordingly
- Institutional Distinctiveness initiated and continuously promoted
- Self-Appraisal System for faculty performance
- Extracurricular activities conducted for the overall development of the students for their forthcoming challenges.

## Programme Outcomes

IQAC also conducts a Library Audit to assess the overall performance of the facilitation of library in terms of number and importance of books. It also assesses the upcoming technology, infrastructure, and whether or not there is a full utilization by the faculty members and students. Such Audit team gives an extensive report which is discussed amongst the Library Committee and IQAC. Based on the suggestions and if necessary, the library staff is deputed for workshop to enhance their skill and increase usage of E-Resource.

### 1. Imparting Quality Culture of Excellence:

“Excellence is the continuous process”, Based on this quote IQAC focusses on the higher education of the faculty members and decides the same and create culture amongst the students

- IQAC organizes workshops and seminars to inculcate research culture among teachers and students of the institution. Many seminars and workshops are organized by IQAC and also in collaboration with the Parent University.
- IQAC plays a distinctive role in certifying the quality of the seminar/workshop and to impart a sense of special awareness of the event among the members and students of various departments in organization of the event. Departmental workshops are organized both for students as well as faculty member of their development.
- IQAC organizes Capacity Building programs for teaching and non-teaching staff and also inspires the faculty members to attend Orientation Programmes, Refresher Courses, Short Term Courses programs etc. to ensure updating of faculty with the current trends in their discipline.
- The college recognizes the achievements of teachers in NET/KSET Exam, completion of Ph.D, Research Grants etc.
- The college encourages research and academic developments and it promotes research activities for doctoral studies and research projects. The college has 8 faculties with doctoral degree and one with Post-Doctoral Fellowship, currently one faculty is doing Minor Research Project under the ICSSR Grants, New Delhi with grant amount Rs. 4,00,000/-.
- A Total of 98 research papers publications by the faculty in various national and international reputed journals, 37 chapters have been published in ISBN Books.

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

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

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

**Response:** 3 of the above

File Description	Document
Upload e-copies of the accreditations and certifications	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Paste web link of Annual reports of Institution	<a href="#">View Document</a>

MAAAC



## Criterion 7 - Institutional Values and Best Practices

### 7.1 Institutional Values and Social Responsibilities

#### 7.1.1 Measures initiated by the Institution for the promotion of gender equity during the last five years.

##### Response:

The institution has initiated several measures in gender equality & sensitization in the curriculum and can be seen from the courses introduced by the institution.

Women Entrepreneurship Development has been included in the B.Com, BBA, M.Com syllabus i.e., Entrepreneurship Development.

The institution promotes gender sensitization through co-curricular activities like workshops, seminars, guest lectures, counselling etc. The institution organized several events for the girl students of the institution such as NHRC Sponsored One Day Training Programme, Self Defense Training program for girls, special Lecture on “Women and Health Awareness and Beti Bachao – Beti Padhao, International Women’s Day, All India Inter-University Road Cycling (Women) Championship, Webinar on “International Girl Child Day-2020”, Birth anniversary of Savitribai Phule, Mahila Sahashaktikarana Exhibition - cum – sale, trekking expedition.

##### The institution constituted the following committees as per norms laid by UGC:

- Institution Grievance Redressal Committee,
- Women Empowerment Cell
- Anti-Ragging,
- Anti-sexual harassment cell,
- Students’ Disciplinary Committee,

The functions of these committees are being disseminated to the students through orientation and induction programs.

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

#### 1. Safety and security

- CCTVs are installed at the entrance of the college gate, office, classrooms, and corridors of different floors of the College.
- 24/7 security personnel on campus
- ID cards are issued to the students and staff to prevent the entry of outsiders into the college premises.
- Grievance redressal and anti-sexual harassment cells are actively functioning which provide a convenient opportunity for girls to voice their problems.
- Sanitary Napkins Vending Machine and Incinerators in both buildings as well as in the girls’ hostel.
- An initiative to include girl students in NCC just after admission to 1st year/semester.

- Girls Hostel is equipped with a CCTV camera for monitoring girls' security.
- Girls are allowed to move out of the hostel only at specific hours in the evening.
- Girls are allowed to go to their native places only after confirmation from the Principal.
- There are separate washroom facilities for girls and boys.
- On International Women's Day, Women Empowerment Cell conducts various activities to highlight the need for women to be independent thinkers and decision-makers.

## 2. Counseling

- Grievance Redressal Committees for students.
- Placement Cells and Departments offer career counselling to students on a regular basis enabling them to understand the dynamics of the job market.
- The well established mentoring system also provides students counselling support. Mentors are sensitive to the differential needs of the students, identify and provide support to the students in need of help.
- Students are encouraged to join NCC, NSS, YRC and participate in co-curricular and extracurricular activities.
- Importance is given to the overall development of students through bridge courses, co-curricular and extra-curricular activities.

## 3. Common Rooms:

- Common rooms have been allotted for men and women, which also facilitate meetings and discussions.
- Two ladies' rooms for the girl students. The rooms have water arrangements, toilet blocks, first aid boxes, display boards for notices, wallpapers brought in by the girl students and the Women Empowerment Cell.
- Reading Room in both the buildings.

File Description	Document
Specific facilities provided for women in terms of: a.Safety and security b.Counselling c.Common Rooms d. Day care center for young children e. Any other relevant information	<a href="#">View Document</a>
Annual gender sensitization action plan	<a href="#">View Document</a>

### 7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

- 1.Solar energy
- 2.Biogas plant
- 3.Wheeling to the Grid
- 4.Sensor-based energy conservation
5. Use of LED bulbs/ power efficient equipment

**Response:** A. 4 or All of the above

File Description	Document
Geotagged Photographs	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

### 7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- **Solid waste management**
- **Liquid waste management**
- **Biomedical waste management**
- **E-waste management**
- **Waste recycling system**
- **Hazardous chemicals and radioactive waste management**

#### **Response:**

The college has ensured that a waste management system is set up to deal with the waste generated on the campus. As a policy, minimal waste generation is encouraged. Responsible behaviour in waste management is expected from everyone on the campus as inappropriate waste management may cause harm to the immediate environment. Waste is segregated as solid, liquid and e-wastes, at the point of collection. Each category of waste is disposed of according to the approved procedure.

The college practices a placed in and around the college for proper disposal. The dry leaves from the trees in college are collected and dumped around the trees available on the campus so that they can become manure for the same. Paper waste from the examination department is disposed of through specialized agencies. Paper waste from the examination department is disposed of through the specialized agencies AGNI WASTE MANAGEMENT, 1st floor, Geetanjali Bungalow, Near Madhuvan Hotel, Station Road, Vijayapur, Karnataka. 586101. Every year twice the paper waste will be provided to the agency mentioned above. They will come to our college and pick the waste through their own vehicle.

Faculty and students are encouraged to handle assignments through online platforms thereby generating less paper waste. The college gifts saplings to its guests, instead of bouquets covered in plastic to reduce plastic waste generation.

Electronic goods are put to optimum use; the minor repairs are set right by the Laboratory assistants and teaching staff, and the major repairs are handled by the Technical Assistant and are reused.

Sanitary waste is collected separately and disposed of responsibly. Used sanitary pads are incinerated in the institution using Sanitary Pad Incinerator installed in the Ladies Room. Proper disposal of electronic items, unused computers and electronic equipment is undertaken with the assistance of external agencies. For safe disposal of the e-waste, the BLDE Association our parent organisation centrally has made arrangements for the disposal of E-waste with **Premier Comprint, Indst. Compound, Abbigere, Chikkabanavara, Bangalore-560 090, Bengaluru, Karnataka 560090**. We follow the RFQ process. We invite the agencies for E-waste collection through the email through our IT head sitting at the corporate office. Once it is

finalised by the IT head, we get instruction for the further process for the same. In this way, we do take care of the disposal of E-waste from our Institution.

**Bio-Medical Waste Management, Hazardous Chemicals & radioactive waste management are not applicable, as we belong to commerce, computer, and management studies discipline of education.**

<b>File Description</b>	<b>Document</b>
Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View Document</a>
Geotagged photographs of the facilities	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

#### **7.1.4 Water conservation facilities available in the Institution:**

- 1. Rain water harvesting**
- 2. Borewell /Open well recharge**
- 3. Construction of tanks and bunds**
- 4. Waste water recycling**
- 5. Maintenance of water bodies and distribution system in the campus**

**Response:** B. 3 of the above

<b>File Description</b>	<b>Document</b>
Geotagged photographs / videos of the facilities	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

#### **7.1.5 Green campus initiatives include:**

- 1. Restricted entry of automobiles**
- 2. Use of Bicycles/ Battery powered vehicles**
- 3. Pedestrian Friendly pathways**
- 4. Ban on use of Plastic**
- 5. Landscaping with trees and plants**

**Response:** Any 4 or All of the above

File Description	Document
Various policy documents / decisions circulated for implementation	<a href="#">View Document</a>
Geotagged photos / videos of the facilities	<a href="#">View Document</a>
Any other relevant documents	<a href="#">View Document</a>

**7.1.6 Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:**

- 1.Green audit
- 2.Energy audit
- 3.Environment audit
- 4.Clean and green campus recognitions / awards
- 5.Beyond the campus environmental promotion activities

**Response:** A. Any 4 or all of the above

File Description	Document
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View Document</a>
Certification by the auditing agency	<a href="#">View Document</a>
Certificates of the awards received	<a href="#">View Document</a>

**7.1.7 The Institution has disabled-friendly, barrier free environment**

- 1.Built environment with ramps/lifts for easy access to classrooms.
- 2.Divyangjan friendly washrooms
- 3.Signage including tactile path, lights, display boards and signposts
- 4.Assistive technology and facilities for Divyangjan accessible website, screen-reading software, mechanized equipment
- 5.Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

**Response:** A. Any 4 or all of the above

File Description	Document
Policy documents and information brochures on the support to be provided	<a href="#">View Document</a>
Geotagged photographs / videos of the facilities	<a href="#">View Document</a>
Details of the Software procured for providing the assistance	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

**7.1.8 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 500 words).**

**Response:**

Great efforts and initiatives have been taken by our institution in various aspects of maintaining tolerance and harmony by organizing the seminar on Swacha Bharata Abhiyan and Surgical Strike in association with 36KAR BN National Cadet Corps. Special Lecture conducted on **Women and Health Awareness** by Ladies forum to bring the importance of Health and hygiene among Girl students and women employees.

**Hindi Divas** is celebrated as a patriotic reminder to Indian populations of their common roots and unity. To bring this linguistic approach to students and staff the institution celebrated the Hindi Divas at the college.

In a view of **Cultural development** activities, Our students have participated and Secured the First Prize in the Cultural Competition on the Eve of Karnataka Rajyotsawa Day - 2018 organized by District administration, Zilla Panchyat, District Education office and Kannada & Cultural Department.

Institution Organises every year a Programme on Swami Vivekananda's Birth Anniversary as a "**National Youth Day**" where all the Staff members and students participate.

**Shivaji Jayanti** is celebrated on February 19 2020 in honour of the founder of the Maratha Kingdom. Students significantly remember the important contributions of great leader Chhatrapati Shivaji Maharaj on his Jayanti and tribute honour and thanks to him in the form of cultural celebrations. This year marks the 390 birth anniversary of the great Maratha.

**Celebrated Sevalal Jayanti:** The dignitaries paid homage to Sant Sevalal by garlanding his portrait and remembering his reforms and services for the uplift of Banjaras. Sevalal Maharaj devoted his life to driving humanity in the right direction and sought to reform them with his spiritual messages. The Resource Person highlighted that the Students should continue their journey with commitment and dedication in the light of ideals set by Sant Sevalal.

**Teachers' Day** is celebrated to honour the memory of India's first Vice President and to commemorate the importance of teachers in our lives. To enhance the teachers' ability to shape leaders of the future in the best way for society to build positive and inspired future generations and therefore design society, both on

a local and global scale.

File Description	Document
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View Document</a>

### 7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).

#### Response:

**Constitution Day** is observed by organizing reading of the Preamble of the Indian Constitution and by organizing special talks on the importance of the Indian Constitution.

**National Integration Day** is celebrated by organizing competitions that bring out the diversity and plurality of the India and thus emphasize on the basic unity of the country. NSS and YRC units organize programmes and competitions for students on this day.

**Kargil Vijayanaman:** With the Students and Staff members Celebrated 20 years of KARGIL war with Desa Rakshaka Pade by organizing Kargil Vijayanaman, were the District President of Desa Rakshaka Pade spoken on the Kargil war.

**National Flag Acceptance day:** is organized jointly with District Bharat Seva Dal. The President deliberated the importance of National Flag of India is the symbol of sovereignty, integrity, and similarity. It is the pride of all the citizens of the country.

Rememberance of **Savitribai Phule** on her **Birth Anniversary**, Institution celebrated Savitribai Phule Jayanti, to mark the birthday of the 'Mother of Indian feminism'. The Delegates mentioned her struggle of life and despite facing ostracism from her community, how she is the cause of women's rights and education. She is considered to be an important figure in the social reform movement.

On the occasion of the **73rd Indian Army Day**, IQAC initiatives organized **ARMY day**. Captain Chavan was the chief Guest for the function and paid tribute to the valour of the brave hearts on this day and thanked them for their selfless service. All the Staff and Students remember the brave hearts that made the supreme sacrifice in service to the nation.

**Shramadhana** conducted in the premises of Historical monument Gol-gumbaz, whispering Gallery of Vijayapura. The NSS volunteers of our college cleaned the monument premise.

File Description	Document
• Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View Document</a>

**7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.**

- 1. The Code of Conduct is displayed on the website**
- 2. There is a committee to monitor adherence to the Code of Conduct**
- 3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff**
- 4. Annual awareness programmes on Code of Conduct are organized**

**Response:** A. All of the above

File Description	Document
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	<a href="#">View Document</a>
Code of ethics policy document	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

**7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).**

**Response:**

- **Constitution Day** is observed by organizing a reading of the Preamble of the Indian Constitution and by organizing special talks on the importance of the Indian Constitution.
- **National Integration Day** is celebrated by organizing competitions that bring out the diversity and plurality of India and thus emphasize the basic unity of the country. Associations like the Hindi Parishad organize programmes and competitions for students on this day.
- **Independence Day:** Every year Principal hosts the National flag and celebration of independence with tricolour flag hoisting, parades and all the staff attended the flag hoisting.
- **Republic Day:** The celebration of republic day with tricolour flag hoisting by Principal, parades and all the staff attended the flag hoisting. This year entire Institution dedicated this day for COVID warriors by felicitating COVID warriors.
- **Karnataka Rajyotsava:** 1st November being the day of the formation of the Karnataka state, it holds special relevance for the people of Karnataka. The Student Council and Kannada Sangha organize programmes like folk music and dance performance by folk artists, student performances, exhibitions, rural food festivals and talks by renowned personalities. All these programmes reflect the culture and heritage of the Karnataka and Kannada language and at the same time sheds light on



the aspect of plurality within the state.

- Programmes are organized on the birth anniversaries of **Swami Vivekananda, Dr Radhakrishnan, Jawaharlal Nehru, Savitribai Phule** which are observed as National Youth Day, Teachers Day, and Children's Day respectively to honour their lives and ideas.
- **International Yoga Day** is celebrated by organizing yoga sessions and talks on the importance of practising yoga.
- On **World Environment Day**, tree plantation drives and cleanliness drives are conducted to create awareness among the public. Awareness campaigns, seminars and guest lectures are organized on Ozone Day.
- **National Water Convention day**: A core focus of Water Day is to support the achievement of Sustainable Development of water and sanitation for all the Staff and students at the college.
- **National Voters Day**: The 10th National Voters day has been celebrated on 08/01/2020. The theme for NVD 2020 was '**Electoral Literacy for Stronger Democracy**'. Students of our college benefited by the theme that set the tone for year-long activities which focus on voter education and renewal of citizens' faith in the electoral process.
- **World AIDS day**: In association with Indian Red Cross & YRC Jointly organized Worlds AIDS Day with the Theme "**Ending the HIV/AIDS Epidemic: Resilience and Impact**". Resource person created awareness about how the organizations and individuals across the world bring attention to the HIV epidemic, endeavour to increase HIV awareness and knowledge, speak out against HIV stigma, and call for an increased response to move toward ending the HIV Epidemic.
- Apart from the above, we do celebrate World's population day 11th July and International Women's day 12th March, World cancer day on 4th February with the theme "**I am and I will**".

File Description	Document
Geotagged photographs of some of the events	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>
Annual report of the celebrations and commemorative events for the last five years	<a href="#">View Document</a>

## 7.2 Best Practices

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

**Response:**

**Best Practice -1**

**Title of the practice:-**

Real time QR code makes sustainable development

An innovative system for e-learning, e-relationship, and e-development.

**Objective:**

Teaching Learning:

- Need based learning acquisition by students with access to information anywhere anytime.

Students support

- To obtained student feedback and to address student suggestions / feedback / grievances quickly
- To make fees payment by students / parents /hassle free
- To provide e-library support services to students
- Hostel services support
- Placement services support
- Sports services support
- Administration service support
- Alumni response towards our institution

Central Information System:

- A study transition towards paperless culture – step towards “Digital India and Go-Green”.

**The context:**

We being an academic institute students are important stakeholders BLDEA’s A.S.Patil College of Commerce (Autonomous), Vijayapur, strives to provide best campus experience in terms of learning, sports and accommodation of students.

In Teaching – Learning, knowledge possession plays an important role for student fraternity and must be need based – without time-lag. We like to set once heart on creating a Teaching- Learning environment where every student can access learning materials anywhere anytime. Along with this we wanted to bring transparency in all the facilities provided with respect to sports library administration etc. So we wanted students suggestions / feedback / grievances should be heard and effectively resolve within short time of span, this could not be possible through our old traditional pen-paper method. Hence there was a need to make this process time saving and hassle free.

As a step towards “DIGITAL INDIA” and “GO-GREEN” adopt study transformation towards paperless culture.

**Practice:**

Real Time Teaching-Learning with QR Codes is an innovative measure where students acquire knowledge and information anywhere anytime. Just scanning the QR-Code. Students can access any kind of institutional or provide feedback / suggestions to the institution for the betterment of student fraternity.

QR- Codes for syllabus, Question paper, Institution enables students to acquire information for their better decision taking and development.

QR -Codes for Fees will help the students / parents will help to pay the fees without manual time

consuming.

QR- Codes for feedback on Teaching and curriculum will help to solve the grievances of the students in very less time. This will also help to update the Teaching-Learning Process.

QR -Codes for feedback on hostel, college office work will help the institution very effective and efficient. By this, the students grievances can be solved on a fast track and provide them better services.

QR- Codes for feedback on sports will help the students to express their willingness to focus themselves on extra activities apart from regular academics this will help us develop the student in all parts of the life.

QR- Codes for feedback on Placement Services will enable us to provide further better services for the benefit of student fraternity.

QR-Codes for feedback by Alumni will enable ourselves to position in terms of creating valuable citizens to the society in large. This will also help us to be in touch with our past students and their suggestion / feedback will definitely help the institution to strive for overall better services.

### **Evidence of success**

The technology has sparked a special attentiveness among students/ parents to get recognised on a broader platform. They can access information and knowledge anywhere, anytime manoeuvre towards self-directed learning. These activities also expose them to current technologies; inspire creativity and unifying learning skills using modern gadgets with human professional. With contrast to our previous system out the printouts of the syllabus, Fee Structure, Question Paper etc. in the form of files or reports, this QR-system has made get rid of time wastage and printouts. The QR-Based Fee payment saves time and appreciated by students / parents, QR-Based access to e-books made the students learning process very easy and was admired by students / parents.

Feedback from Students / Parents / Alumni reaches the concerned authorities in real-time and their queries / problems resolved. This has helped with study progress towards e-governance.

### **Problems and Resources Required:**

Upgraded Gadgets with new technology must for this ex: Smartphones with mobile app is must for using the system.

QR Codes must be strategically and logically managed for respects codes was a challenging task. Imparting and practicing the same by own institution members was wind strong.

As some of our students belong to rural areas, this was challenging for them. Some students are hard to turn up to scan QR codes and give feedback.

Being a commerce, computer science and management academic institute the system has to be tailored to the needs and requirements of each department, department HOD's. Accordingly, IT department should be headed by the person who is well verse in all the above mentioned screens resulting in the needs, of the appropriate person was a challenge.

**Best Practice No.2****1. Title of Practice:**

Faculty/Alumni cash and scholarship sponsor program.

**1. Objective of the practices:**

- To generate healthy competition amongst the talented students and inspire them to show brilliant performance in their ensuing examinations.
- To provide financial support to the meritorious students for their furtherance in studies.
- To encourage the students to fully utilize their available time in studies and maximum dedication in the process of continuing learning.
- To appreciate the faculties awareness in terms of their social responsibility.
- To encourage the financial weaker students to know their self-acquaintance, capabilities to stand on their own leg and endeavor to more financial prospects.

**2. Context:**

Prima facie the institute believes in upcoming its students to secure the maximum marks amongst the students considered together as a whole in the equal valued institutes in and around the states. For the purpose it is an essential element to give the recognition to the students who have shown the extra-ordinary performance in their examinations. To motivate such students the institute as well as the faculty together award cash rewards for ensuring their further excellence in academic as well as psychological development and building morale. The institute appreciates the inclusion policy, thereby admitting the students from economically weaker sections. It is therefore our motto to encourage such students to take up their further studies and to understand their abilities to face the global challenges. Hence, the institute strongly believes in Performance-Reward Relationship accepted internationally.

**1. The Practice:**

As the proverb says sky is a limit for education, it can be appreciated that Academic Excellence never stops and is an ascending process, it is essential to encourage the students in their academic progress to take up the new challenges. We therefore give recognition to the students' performance standards and appreciate the results by awarding different prizes criteria wise. The cash distribution prizes naturally assist the students to cope up with the financial needs in their academic career and also promote their morale towards the further challenges. Such prizes/awards/appreciation generally takes place during the Annual Day mostly conducted in the month of April/May of every year.

It is needless to say that the parental association namely BLDE Association has been formed with an objective to accommodate and train the students coming from the economically weaker section; up bring them to stand on their own legs. Continuing the same objective, we prefer to give the financial assistance to the category of poor to very poor students in their academic planning without making any discrimination of their caste, creed, grade and gender. Many of the students come from the families having without permanent regular income even towards running their livelihood, we aim to support the financial assistance mainly in the form of endowments, scholarships by addressing the social welfare responsibilities.

**The following list supports our efforts with regard to increasing sponsorship at our institute.**

Sl. No.	Name of the sponsor	Amount
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		(Rs. 500 /topper/subject/semester)
1	I.B. Chippalkatti	Income Tax/B.Com Final Year
2	Shri. K.L. Dharmshi	B.Com Final Year
3	Rtd. Principal Prof. Y.B. Pattanshetti	B.Com final year
4	Rtd. Principal Prof. S.B. Hallur	B.Com final year.
5	Shri. C.M. Shirol,	B.Com final year
6	Shri. D.S. Guddodagi	B.Com III.
7	Shri S. M. Hundekar	B.Com III sem
8	Rtd. Principal Prof. M.S. Zalaki	Banking & Insurance subject /B.Com final year.
9	Prof. D.B. Hirekurbar	Income Tax/B.Com final year.
10	Rtd. Principal Prof. S.S. Choukimath	Fundamentals of Financial Management/ B.Com IV sem Accounting/ B.Com IV sem Management Accounting/B.Com V
11	Rtd. Principal Prof. S.G. Talikoti	Marketing Management/ B.Com I
12	Shri. C.M. Shirol	B.Com III & IV.
13	Rtd. Principal Prof. S.G. Talikoti	Marketing Management/ B.Com I
14	<b>Late Prin. S. C.Patted</b>	Secretarial Practice/ B.Com I Modern Banking/B.Com II Financial Management/B.Com II
15	<b>Late Prof. K. A. Kankanawadi</b>	Financial Accounting/ B.Com I Corporate Accounting/ B.Com I
16	<b>Late Shri Basalinlappa. S.Yalawar</b>	B.Com final year

### 5.Evidence of Success:

The aforesaid best practices have turned result oriented in building career-oriented students of this esteemed institution. The poor students coming from economically backward families too have been benefited to get educated to the utmost competence to face overall challenges in employment and another entrepreneurship. They are expected to get themselves career oriented having a better financial prospect in their future life. In this fashion the best practices of our college not only enrich the deprived students to attain higher education for getting them effectively employed but also mould them to be accountable citizens of the NEXT INDIA.

### 6) Problems Encountered and Resources Required:

**As described supra it is needless to mention here a huge amount of financial resources have to be made available to accommodate each and every meritorious student besides**

**the poor students for enhancing their career orientation, However the present financial capacity does not match the overall needs in different aspects as per our best practices. Even the sponsorship available from donators is also found to be not sufficient to match the needs as per our motto. We have to still strive hard to get more and more sponsors and other legal donations wherever available to ensure the social justice.**

<b>File Description</b>	<b>Document</b>
Best practices in the Institutional web site	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

### 7.3 Institutional Distinctiveness

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

**Response:**

#### **INSTITUTIONAL DISTINCTIVENESS IN**

#### **HOLISTIC LEARNING ENVIRONMENT FOR STUDENTS**

The college came into operation in 1961 with the motto '*Udyamena Hi Vaibhavam*' (Enterprise Indeed is Prosperity). It motivates us to for dedicating ourselves to enterprising prosperity to society as a whole.

The college ensures the holistic learning environment of the students in academic, co-curricular and extra-curricular activities, as well as in grooming them to enhance their morale and to become responsible and accountable citizens to be committed to the society at large.

Standard Operating Procedure (SOP) has been modified to aid effective functioning and monitor the quality of instruction and functioning of colleges while keeping in mind the best and holistic and personal interest of students.

Accordingly, the version of SOP has been prepared to describe, monitor and evaluate the employees work, performance, target, thereby the overall performance at the institutional level. The employee shall execute an undertaking to perform his duties as prescribed in SOP, upon failing to perform or underperform he/she is subjected to levy of fine and/or any other appropriate disciplinary action as deemed fit.

In pursuance of the above-said objectives, the Head of each Institution is directed to constitute four committees with 'Assistants' to act as part of SOP and do their duties. All teaching and non-teaching faculties are to be included under the head of one committee. The number of assistants is divided as per the needs under each head and requirement experience and performance of the concerned individuals vis-a-vis the demanding qualities. The following posts will assist the Principal:

1. Administrative Affairs Assistant
2. Academic Affairs Assistant
3. Research Affairs Assistant
4. Student Experience and Placement Affairs
5. Internal Quality Assurance Cell Affairs

A committee and the head office will supervise the Performance of each institute. The Principals of the Institutions shall report the overall performance of his institution and the concerned staff members to the impugned committee at the Head Office level.

The heads of the institutions shall take complete responsibility and are accountable to ensure the system is completely adhered to and will strive hard for its fair, unbiased, and effective implementation for the overall betterment. If necessary he shall take disciplinary actions against non-cooperating members in this regard. The head of institution will be held directly accountable to any failure and will be subject to disciplinary action.

The Internal Quality Assurance Cell of the college, in coordination with the various Departments and Committees, has institutionalized several activities that would transform the students into responsible and make them capable of global challenges and their best contribution to the world.

- **Academic Excellence:** This ensures excellence in academics by emphasizing imparting a curriculum that integrates best practices in education with unique teaching methodology through the latest modified tools. We conduct student and faculty exchange programmes through executing a Memorandum of Understanding with other reputed institutes in and around the city stroke states which makes it possible for the students to get more expertise knowledge available in the other said institutes.
- **Participation in extension activities:** Students are encouraged to take leadership roles and gain knowledge in other supported activities and also learn life from different people participating through NCC, NSS, YRC and further in other co-curricular and extracurricular activities all of which is monitored by the IQAC of this college.
- **Sports Excellence:** We believe in giving students great opportunities and facilities in indoor and outdoor sports like Chess Carrom, Tennis, Cricket, Volley Ball, Foot Ball so on so forth which can earn physical and mental strength and also for building morals.
- **Skill Enhancement Programmes:** The students are subjected to Value Added Courses, Orientation Programme, Field Study, Internship Projects, Group Discussion, Seminars, Assignments, Quizzes, Role Plays, On Job Training, Industrial Visits etc. to develop and advance their skills so that they will be fully prepared to accept the global challenges for their future lives.
- **Women Empowerment Cell:** The Women Empowerment Cell of this college is functional to encourage our girl students and the female staff and to make them fully capable to face the unforeseen issues related to the female gender. Thus the college campus and further the surroundings is made free of violence and regarded as the safest place for the girls to address their practical issues related to their welfare and bringing them at par with the other faculty members, male students and staff ensuring non-discrimination and equal opportunities on the gender subjects. As the titles suggest we take up the awareness programmes, seminars giving thrusts to the rights and duties and also to the obligations on the part of the male students and teachers. We provide a platform to open up their voices if at all any threat seemed to their status in the society where they are living.
- **Community and Care:** Students are given opportunities to participate in the community events

like green initiatives, conservation of resources etc. Such methods assist the students to develop their emotional, societal and contributing individual's well-being.

- **Universal Values and Ethics:** Our emphasis does not restrict ourselves only in academic excellence but also we give thrust to nurture our students emotionally and dedicatedly by observing National Flag Day, International Yoga Day, Kargil Vijaynaman, Constitution Day, International Women's Day, World Cancer Day, AIDS Awareness Day and so on.
- **Innovation and Creativity:** Students are encouraged to participate and identify their competencies by subjecting them to different programmes organized by other states/national level institutions and thus facilitate their growth.
- **Conduct of Workshops/Seminars:** Workshops, Seminars, guest lectures are organized periodically to get fully acquainted with the up to date development in academic and research fields. Students are given the opportunity to carry research projects and publish papers at various national and international seminars

Thus the institute is fully committed to transforming the holistic learning environment into the dire expectations of the stakeholders and further facilitating the overall esteemed betterment of this college.

File Description	Document
Any other relevant information	<a href="#">View Document</a>
Appropriate web in the Institutional website	<a href="#">View Document</a>



## 5. CONCLUSION

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### **Additional Information :**

The institution has applied for Research Centre from the Parent University. The research centre application is been processed and a team was formed for physical inspection of available infrastructure. Shortly the Parent University is expected to take up the further processing of the same and provide us with the Research Centre for the institution soon after the approval in the Academic Council and relevant bodies.

### **Concluding Remarks :**

Chasing and excelling the vision and mission of the college, we endeavor to give best to our students and the society. Right from our admission process, under the excellence skilled leadership qualities of our principal, we have smooth admissions, excellent academic year performance and finally evenly examination process. Being Autonomous status, we are fully striving to encash the benefits arising out of this status and framing syllabus as per the present need enabling the past students to convert their academic qualification in to entrepreneurship and/or functional capabilities in multinational companies. We thrust upon the competitive built up the faculty/student by exchanging them amongst the other renowned institution. The classrooms are so enabled that the students are at ease to learn the syllabus besides other add on knowledge which would be an asset after completion of their studies. Our institution was formed with an objective of “inclusion” which is still being practiced and slow learners are brought at par to the good societal standards. The fast learners are given required support to shine in their professions and successfully adopt their career. The co-curricular activities imparted besides the degree education also encourage and boost the morale of the students to take the societal obligation.

Despite limitation in the financial resources, we have tried our level best and give better infrastructure to the students as compared to the peer institution. This is possible only on the strength of our past students who are contributing to a larger extent to continue name and fame of our esteemed institution. For the purpose we are concentrating on fair and transparent audit, be it internal or external, with prompt corrective action, if at all needed. Till date there is no a single incident of any complaints /grievances from any parental society and also staff/faculties of the institution.

**Thus, as proverb says “sky is limit”, we stay focused to goal making our dreams happen. Nevertheless, NAAC accreditation shall far more support us and we shall substantially achieve many goals before the next NAAC accreditation cycle.**

## 6.ANNEXURE

### 1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
2.1.2	<p><b>Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy ) during the last five years ( exclusive of supernumerary seats)</b></p> <p><b>2.1.2.1. Number of actual students admitted from the reserved categories year wise during last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>368</td> <td>494</td> <td>389</td> <td>403</td> <td>401</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>200</td> <td>278</td> <td>244</td> <td>223</td> <td>232</td> </tr> </tbody> </table> <p>Remark : DVV has made the changes as per shared actual admitted students report by HEI.</p>	2020-21	2019-20	2018-19	2017-18	2016-17	368	494	389	403	401	2020-21	2019-20	2018-19	2017-18	2016-17	200	278	244	223	232
2020-21	2019-20	2018-19	2017-18	2016-17																	
368	494	389	403	401																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
200	278	244	223	232																	
2.3.3	<p><b>Ratio of students to mentor for academic and other related issues (Data for the latest completed academic year )</b></p> <p><b>2.3.3.1. Number of mentors</b></p> <p>Answer before DVV Verification : 37</p> <p>Answer after DVV Verification: 34</p> <p>Remark : DVV has excluded guest teachers and those teachers has left the college.</p>																				
2.4.3	<p><b>Average teaching experience of full time teachers in the same institution (Data for the latest completed academic year in number of years)</b></p> <p><b>2.4.3.1. Total experience of full-time teachers</b></p> <p>Answer before DVV Verification : 256.8</p> <p>Answer after DVV Verification: 187</p> <p>Remark : DVV has excluded those teachers experience (guest teachers and those teachers has left the college) from shared report by HEI.</p>																				
3.3.2	<p><b>Number of workshops/seminars conducted on Research methodology, Intellectual Property Rights (IPR),entrepreneurship, skill development during the last five years.</b></p> <p><b>3.3.2.1. Total number of workshops/seminars conducted on Research methodology, Intellectual Property Rights (IPR),entrepreneurship, skill development year-wise during the last five years.</b></p>																				

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
6	2	3	2	0

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
2	0	0	0	0

**3.4.3 Number of research papers per teachers in the Journals notified on UGC website during the last five years**

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
2	5	66	13	12

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
2	5	53	13	12

Remark : DVV has made the changes as per shared report by HEI.

**3.6.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years**

3.6.3.1. Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
35	11	19	11	13

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
21	05	17	09	12

**3.6.4 Average percentage of students participating in extension activities listed at 3.6.3 above during the last five years**

3.6.4.1. Total number of students participating in extension activities listed at 3.6.3 above

**year-wise during the last five years.**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
3133	1695	2040	1492	1563

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
2133	995	1040	992	1063

**4.2.4 Percentage per day usage of library by teachers and students ( foot falls and login data for online access) during the latest completed academic year****4.2.4.1. Number of teachers and students using library per day over last one year**

Answer before DVV Verification : 3424

Answer after DVV Verification: 684

Remark : DVV has made the changes as per average of teacher and students using library per day on (dates)

**4.4.1 Average percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component during the last five years****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)**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
46.84	177.93	170.08	68.41	126.94

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
1.00	32.37	1.19	5.19	3.56

Remark : DVV has made the changes as per shared report of audited statement of students benefitted by guidance for competitive examinations and career counselling by HEI.

**5.3.3 Average number of sports and cultural events / competitions organised by the institution per year****5.3.3.1. Number of sports and cultural events / competitions organised by the institution year - wise during the last five years.**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17

31	11	13	12	7
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Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
17	02	05	10	7

7.1.4

**Water conservation facilities available in the Institution:**

1. Rain water harvesting
2. Borewell /Open well recharge
3. Construction of tanks and bunds
4. Waste water recycling
5. Maintenance of water bodies and distribution system in the campus

Answer before DVV Verification : A. Any 4 or all of the above

Answer After DVV Verification: B. 3 of the above

Remark : DVV has made the changes as per shared report of Rain water harvesting Borewell /Open well recharge , Maintenance of water bodies and distribution system in the campus by HEI.

## 2.Extended Profile Deviations

ID	Extended Questions																				
1.3	<p><b>Number of students appeared in the examination conducted by the Institution, year-wise during the last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <tr> <td>2020-21</td> <td>2019-20</td> <td>2018-19</td> <td>2017-18</td> <td>2016-17</td> </tr> <tr> <td>1421</td> <td>1444</td> <td>1267</td> <td>1522</td> <td>1502</td> </tr> </table> <p>Answer After DVV Verification:</p> <table border="1"> <tr> <td>2020-21</td> <td>2019-20</td> <td>2018-19</td> <td>2017-18</td> <td>2016-17</td> </tr> <tr> <td>1130</td> <td>1184</td> <td>1094</td> <td>1061</td> <td>1090</td> </tr> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	1421	1444	1267	1522	1502	2020-21	2019-20	2018-19	2017-18	2016-17	1130	1184	1094	1061	1090
2020-21	2019-20	2018-19	2017-18	2016-17																	
1421	1444	1267	1522	1502																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
1130	1184	1094	1061	1090																	
2.2	<p><b>Number of full time teachers year-wise during the last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <tr> <td>2020-21</td> <td>2019-20</td> <td>2018-19</td> <td>2017-18</td> <td>2016-17</td> </tr> <tr> <td>35</td> <td>33</td> <td>31</td> <td>32</td> <td>32</td> </tr> </table> <p>Answer After DVV Verification:</p> <table border="1"> <tr> <td>2020-21</td> <td>2019-20</td> <td>2018-19</td> <td>2017-18</td> <td>2016-17</td> </tr> <tr> <td>34</td> <td>32</td> <td>30</td> <td>31</td> <td>31</td> </tr> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	35	33	31	32	32	2020-21	2019-20	2018-19	2017-18	2016-17	34	32	30	31	31
2020-21	2019-20	2018-19	2017-18	2016-17																	
35	33	31	32	32																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
34	32	30	31	31																	

2.3 **Number of sanctioned posts year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
38	38	38	38	38

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
36	36	36	36	36

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
186.35	274.07	183.75	175.25	216.39

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
52.34	70.53	71.08	35.46	85.87