A. Profile of the Institution

1. Name and address of the Institution : St. Francis de Sales College
   Electronics City Post,
   Hebbagodi, Bangalore - 560100
2. Website URL : www.sfscollege.in
3. For Communication : St. Francis de Sales College
   Electronics City Post,
   Hebbagodi, Bangalore - 560100

Office

Designation	Name	Telephone with STD Code	Mobile	Fax Number	E-mail
Principal	Fr.Benny Jacob	080-27836165	9448321416	080-27834611	benjoemsfs@yahoo.co.in
Vice-Principapl	Fr.Timson	080-27836165	9481773631	080-27834611	pmtimson@rediffmail.com
Steering Committee Co-ordinator	K.M.Vinay Kumar	080-27836165	9886692982	080-27834611	Vinaysfs111@gmail.com

4. Status of the Institution :
   - Affiliated College YES ☐
   - Constituent College ☐
   - Any other (Specify) ☐

5. Type of Institution :

A. By Gender

I. For Men ☐

II. For Women ☐

III. Co-educational ☐

B. By Shift

I. Regular ☐

II. Day ☐

III. Evening ☐

6. Is it a recognized minority Institution?

Yes: ☐ No: ☐

If yes specify the minority status ☐

(Religious/Linguistic/any other) and
Provide documentary evidence

7. Source of Funding :

Government ☐

Grant-in-aid ☐

Self-financing ☐

Any other ☐

8. A. Date of establishment of the College :

   B. University to which the College is Affiliated or which governs the College (If it is constituent College) : Bangalore University

   C. Details of UGC recognition (Enclose the Certificate of recognition u/s 2(f) and 12(B) of UGC Act.) : NA

   D. Detail of recognition /approval by Statutory/regulatory bodies other than UGC (AICTE, NCTE, MCI, DCI, PCI, RCI etc.) : NA

9. Does the affiliating University Act provide For conferment of autonomy (as recognized By the UGC), to its affiliated Colleges? : Yes ☐ No ☐

   If yes, has the college applied for availing Autonomous status? : Yes ☐ No ☐

10. Is the College recognized : Yes ☐ No ☐
    A. By UGC as a college with potential For excellence?
    If yes, date of recognition: (dd/mm/yyyy)
    B. For its performance by any other Governmental agency? : Yes ☐ No ☐
    If yes, Name of the agency and Date of recognition (dd/mm/yyyy)

11. Location of the College and area in Sq.Mts. (urban, Semi-urban,Rural, Tribal, Hilly Area, any others specify) :

Location	
Campus	
Built up area	

12. Facilities available on the campus (Tick the available facility and provide numbers or other details at appropriate places) or in case the institute has an agreement with other agencies in using any of the listed facilities provide information on the facilities covered under the agreement.

A. Auditorium/Seminar complex with Infrastructural facilities: : Yes ☐

B. Sports facilities

- Play Ground : Yes ☐
- Swimming Pool : No ☐
- Gymnasium : Yes ☐

C. Hostel : Yes ☐

- Boys Hostel

  I. Number of hostels :

  II. Number of Inmates :

  III. Facilities (mention Available facilities) :

- Girls Hostel Yes ☐

  I. Number of hostels :

  II. Number of Inmates :

  III. Facilities (mention Available facilities) :

D. Working women's hostel : No ☐

I. Number of hostels :

II. Number of Inmates :

III. Facilities (mention Available facilities) :

E. I. Residential facilities for Teaching and non- teaching Staff (give numbers available And cadre wise) : Principal's Residence, Guest House.

II. Cafeteria : Yes ☐

III. Health centre – First Aid : Yes ☐

- Inpatient :
- Outpatient :
- Emergency Care Facility :
- Ambulance :

F. Health Centre Staff :

- Qualified Doctor : Full Time ☐

: Part Time ☐

- Qualified Nurse : Full Time ☐

: Part Time ☐

G. Facilities like banking, post office Book shops.

Banking :

Post Office :

Book Shop :

H. Transport facilities to cater to the Needs of students and staff :

I. Animal House : No ☐

J. Biological waste disposal : No ☐

K. Generator or other facility for Managing constant supply and Voltage of electricity. : Yes ☐

L. Solid waste management facility :

M. Waste water management :

N. Water Harvesting :

13. Details of programmes offered by the College (Give data for current academic year)

S.No	Programme level	Name of the programme/ course	Duration	Entry qualification	Medium of instruction	Sanctioned/ approved student places	No. of students admitted
1.	Under-Graduate	B.Com	3 years	Pass in 10+2	English	300	
		BBM	3 years	Pass in 10+2	English	120	
		BCA	3 years	Pass in 10+2	English	80	
		B.Sc	3 years	Pass in 10+2	English	60	
		B.A	3 years	Pass in 10+2	English	250	
2.	Post-Graduate	**NA**					
3.	PG Diploma	**NA**					

14. Does the college offer Self-financed Programme? : Yes [ ] No [ ]

If yes, how many : 05

15. New Programmes introduced in the College during the last five years If any? :

Yes		No	

Number and details :

16. List of Departments (respond if applicable only and do not list facilities like library, Physical Education as departments, unless they are also offering academic degree awarding programmes. Similarly also do not list the departments offering common compulsory subjects for all the programmes like English, regional languages etc.

Particulars	Under-Graduate	Post-Graduate
Commerce	B.Com	NA
Management	BBM	NA
Computer Science	BCA	NA
Computer Science	B.Sc	NA
Arts	Journalism, Psychology, Optional English History, Economics, Political Sciences Psychology, Sociology, Economics Communicative English, Journalism, Psychology	NA

17. Number of programmes offered under (Programme means a degree course like BA, B.Sc, M.A., M.Com)

A. Annual System : NA

B. Semester System : 05

(B.Com, BBM, BCA, B.Sc,BA)

C. Tri-semester System : NA

18. Number of Programmes with

A. Choice based credit system : NA

B. Inter/multidisciplinary approach : NA

C. Any other (specify and provide details) : NA

19. Does the college offer UG and or PG Programmes in Teacher Education? : Yes [ ] No [ ]

If yes,

A. Year of introduction of the program : NA

B. NCTE recognition details : NA

20. Is the institution opting for assessment And accreditation of Teacher Education Separately? : Yes [ ] No [ ]

21. Does the college offer UG or PG programme In physical education? : Yes [ ] No [ ]

If yes,

A. Year of introduction of the programme(s) and number of batches that completed the programme : NA

B. NCTE recognition details (if applicable) : NA
Notification No:_____
Dated_____(dd/mm/yyyy)
Validity_____

C. Is the institution opting for Assessment and accreditation of teacher Education separately? : Yes ☐ No ☐

22. Number of teaching and non-teaching positions in the Institution.

Positions	Teaching Faculty						Non Teaching		Technical Staff		Support Staff	
	Professor		Associate Professor		Asst. Professor							
	M	F	M	F	M	F	M	F	M	F	M	F
Sactioned by UGC/University/State Govt. Recruited												
Yet to recruit												
Sanctioned by the Management/Society. Recruited												
Yet to recruit												

23. Qualifications of the teaching staff :

Highest qualification	**Professor**		**Associate professor**		**Assistant professor**		**Total**
	Male	Female	Male	Female	Male	Female	
Permanent Teachers							
D.Sc./D.Lit.							
Ph.D.							
M.Phil.							
PG							
Temporary Teachers							
Ph.D.							
M.Phil							
PG							
Part Time							
Ph.D.							
M.Phil.							
PG							

24. Number of Visiting Faculty engaged with the College : ☐

25. Furnish the number of the students admitted to the institute during the last four academic years:

Categories	2009-10		2010-11		2011-12		2012-13	
	Male	Female	Male	Female	Male	Female	Male	Female
SC								
ST								
OBC								
General								
Others								

26. Detail of students enrolled in the College during the current academic year :

Type of Students	UG	PG	M.Phil.	Ph.D.	Total
Students from the same state where the College is located					
Students from other states of India					
NRI Students					
Foreign Students					
Total					

27. Dropout rate in UG and PG(average for the last two batches)Enrolled in first year, minus those appeared for final exams in the final year among them.

UG

2010-11	
2011-12	

PG

2010-11	
2011-12	

28. Unit Cost of Education :

A. Including the salary component : ☐

B. Excluding the salary component : ☐

29. Does the College offer distance education programme?

Yes ☐ No ☐

A. Is it a registered centre for offering distance education programme of another university?

Yes ☐ No ☐

B. Name of University whose course are offered : ☐

Number of programmes offered : ☐

C. Recognized by the Distance Education Council :

Yes ☐ No ☐

30. Provide Teacher-student ratio for each of the programme/course offered.

Programme	Ratio
B.Com	
BBM	
BCA	
B.Sc	
Arts	

31. Is the College applying for Accreditation :

Cycle 1	
Cycle 2	
Cycle 3	
Cycle 4	

Re-Assessment	
Date of accreditation	

32. Number of working days during the last academic year : ☐

33. Number of teaching days during the last academic year: (Days on which lectures were engaged excluding exam -ination days)

34. Date of establishment of Internal Quality Assurance Cell :

35. Details on submission of Annual Quality Assurance Reports :

Reports	Date
AQAR (1)	
AQAR (2)	
AQAR (3)	
AQAR (4)	

36. Any other relevant data (not covered above) the college would like to include.(Do not include explanatory/descriptive Information)

CRITERIA-WISE INPUTS
CRITERION I: CURRICULAR ASPECTS

1.1 Curriculum Planning and Implementation

Curriculum Planning renders a systematic approach to students' comprehension. It involves the application of knowledge in an effective manner. St. Francis de Sales College ensures that, curriculum planning in the college empowers both faculty and students to manage the continuity and development of skills and understanding the values of the content acquired at different stages across years.

1.1.1 State the Vision, mission and objectives of the institution, and describe how these are communicated to the students, teachers, staff and other stakeholders.

Vision:

St. Francis de Sales College aspires to provide a center of excellence for a holistic formation of the young who are capable of both transforming themselves and of acting as catalysts of transformation in the society so as to become the epitomes of efficiency, in mastering their life-situations and building a progressive and secular nation

Mission:

- To impart quality higher education and to offer professional skills.
- To inculcate cultural and moral values.
- To foster faith in God, to motivate service orientation, and to strengthen humanism.

Core Values:

- Faith in God.
- True Patriotism.
- Simplicity of Life.
- Foster Team Work.
- Respect for Diversity.
- Quest for knowledge.
- Respect to Faculty and staff.

- Honesty, Truthfulness and Hard work.
- Commitment to Quality Campus Environment.

Communication to Stakeholders :

The Trust Governing Body and the Internal Quality Assessment Cell are two main important bodies of the institution. The frequent meetings are held to plan programmes and discuss key issues in tune with the vision and mission of the institution. The decisions taken are communicated to the entire students through displaying notices on the notice board and making announcements in the class rooms. The following criterion is followed to communicate the Vision, Mission and objectives of the College to the Stakeholders:

- The College's mission and vision are displayed at the main entrance of the College.
- It is communicated to the students through college prospectus, College Magazine, College calendar and during the orientation program.
- The Vision and Mission statement of the College is also displayed on the College website.
- All the intra and intercollegiate competitions are organized in tune with vision and mission of the College.
- The National seminars, department seminars, workshops and others similar events are organized keeping in view the vision and mission of the College.

1.1.2 How does the institution develop and deploy action plans for effective implementation of the curriculum? Give details of the process and substantiate through specific examples(s).

- The College meticulously develops action plans for effective implementation of the curriculum.
- The IQAC of the College conducts meetings with the staff members of various department heads to develop various strategies for effective implementation of the curriculum.

- ❖ Teachers are informed ahead to impart the curriculum through innovative teaching methods such as presentations, assignments, discussions, workshops, seminars, industrial visits, and computer education.
- ❖ Thereafter, the staff members of various departments conduct their internal meeting and develop academic plans for the coming academic year.
- ❖ Keeping in view, the number of working days available, the syllabus is divided into units/Chapters which are to be finished by a given deadline, which is laid down by the Principal, considering the last working day.
- ❖ Each department of the College follows the academic calendar issued by the affiliating university and the College Calendar, which translates the University schedule systemically and thus informed to the faculty and the students.

Generally following three steps are taken by the College for implementation of the University Curriculum:

a. Intimation of the University Curriculum/Yearly plan to the College.
b. Enrichment of the University Curriculum by providing add on courses, conferences, seminars, workshops etc through BOS Meetings.
c. Implementation of the Enriched University Curriculum through well planned Time Table.

1.1.3 What type of support (procedural and practical) do the teachers receive (from the University and /or institution) for effectively translating the curriculum and improving teaching practices?

- ❖ The curriculum prepared by the Bangalore University, to which the College is affiliated, is well transacted through the structure time table to the students after preparation as well as critical thought by the teachers concerned.
- ❖ Bangalore University regularly organizes refresher courses, orientation programs and workshops to keep the knowledge and teaching aptitude of the teachers updated.
- ❖ The College also encourages the teachers to participate in the Orientation/refresher courses/workshops/seminars organized by the affiliating University to update the knowledge and to improve the teaching practices.

- The College provides ample books and other teaching and reference material like journals, Magazines etc. to enable its teachers to ensure effective delivery of curriculum.

- A Faculty Orientation Programme is conducted at the beginning of each academic year. The faculty is encouraged with OOD and financial support to attend similar programmes at other institutions and industries.
- St.Francis de College always encourages the faculty to use the ICT tools for the effective delivery of the curriculum to the students. The College has brought it some of the important up gradations in its functioning system like automation of the administrative and library systems, Digital Library, audio-visual teaching aids such as laptops, LCD projectors, CDs to ensure that the College imparts effective programmes to its stakeholders. Recent development to this list includes the establishment of a commerce lab and language lab.

- The College also encourage faculty with OOD and other required support to attend conferences, seminars, workshops, guest lecturers etc. The college also encourages its faculty members to be the members of various committees at various levels like research institutions, University evaluation board, Board of Studies at both state and national level etc.

- The College also conducts various other academic programs like National seminar, department seminars, workshops, guest lectures, workshops to enhance the teaching learning process.

1.1.4 Specify the initiatives taken up or contribution made by the institution for effective curriculum delivery and transaction on the curriculum provided by the affiliating University or other statutory agency.

Though the curriculum is designed and revised by the Bangalore University, but for effective curriculum delivery, we give weightage to academic improvement and at the same time give sufficient importance to overall development of students by encouraging them to work with various forums of the college such as Student Council, NSS, NCC, Cultural Committee, etc.

In addition to the regular subject classes, the college also organizes special lectures by inviting experts from various fields to share their knowledge with the students. The students are also taken out for educational tours such as industries/trade fairs, exhibitions and places of historical importance to provide them a firsthand knowledge

of various things. Furthermore, for effective curriculum delivery, the college has got the provision of conducting remedial classes for slow learners. Special classes are conducted for those students, who could not attend the classes on account of NCC camp or participation in the sports or extra-mural activities to make up their loss.

1.1.5 How does the institution network and interact with beneficiaries such as industry, research bodies and the university in effective operationalization of the curriculum?

Industry:
The Career guidance and Placement cell at St.Francis de Sales College maintains professional relations with the representatives of industry. The corporate professionals are asked to interact with the faculty and students during placement visits and give feedback on the curriculum pattern. The students of various departments of the college are taken for industrial visits from time to time to update them regarding the latest developments.

Research Bodies:
To enhance the research mindset both in faculty and students, research Scholars from various fields are invited to the college to motivate the students to take up research projects in their further studies. The College also invites renowned research scholars to various National seminars and workshops organized by the College, and thus their research experience is transferred to both faculty and students. The faculty members of the college are also motivated to take up research projects initiated by the affiliating university or the UGC or any other renowned university. Faculty members on their own also keep on interacting with various research bodies and participate in various research projects.
Some of the faculty members are member of the professional bodies like Bangalore University Teachers Council of Commerce and Management, Bangalore University Council of Teachers Association, Board of studies, Karnataka State Open University, Mysore for PG Studies

University:
The faculty members of the college keep regularly in touch with their counter parts at the affiliating university and get latest information regarding their own respective subjects.The faculty at SFS College keep themselves updated of the latest trends in their field of study, as many of our faculty members are members of Bangalore University Council for Teachers Association and also Bangalore University Teachers Council of Commerce and Management. The College also subscribes to the Bangalore University Journal to keep the students and faculty updated on the latest developments in the University.

1.1.6 What are the contributions of the institution and /or its staff members to the development of the curriculum by the university? (Number of staff members/departments represented on the board of studies, student feedback, teacher feedback, stakeholder feedback provided, specific suggestions etc.)

Though the college faces a few constraints to modify the syllabus on its own, yet the affiliating university has a system in place to get recommendations from its affiliated colleges through Board of Studies. Large number of faculty represents the academic bodies of the Bangalore University like Board of Examination, BUCTA, and BUTCCM. All the Commerce and Management faculty are members of BUTCCM and all the faculty members in the college are members of BUCTA. Mr.Raghavendra of department of Commerce is the panel member of Viva Voce Examination of Mount Carmel (Autonomous) for B.Com and M.Com and Vice president of BUTCCM for the year 2014-16. Mr.Raghavendra, Mrs.Mangayarkarsi, Dr.Gurubasavaraj and Mrs.Mamatha are members of BOS, KSO, Mysore.Our teachers also participate in the discussions relating to the curriculum design. While recommending or forwarding the suggestions to the Board of Studies our teachers normally take into consideration the students' feedback as well as other faculty members of various departments. Outcome of parent-teacher meetings as well as report from the administration is also taken into Consideration while forwarding suggestions to the board of studies of University.

Table showing Faculty Membership details:

University/Board/Committee	Faculty	Department
BUTCCM	All Commerce and Management Faculty	Commerce & Management
BUCTA	All faculty Members	All departments
Karnataka State Open University, Mysore	Mr.Raghavendra	Commerce
	Dr.K.Guru Basavaraja	Commerce
	Mrs.Mamatha.K	Commerce
	Mrs.Jaseentha Mathew	Commerce
	Mrs.Chitra.K	Commerce
	Mr.Druva Kumar	Commerce
	Mr.Antony	Commerce
	Mrs.Geetha Menon	Commerce
Karnataka State Open University, Mysore	Mrs.Jithy Lijo	Dept. of C.S
	Mrs.Shailaja.M	Dept. of C.S

	Mrs.Smrity Prasad	Dept. of C.S
	Mrs.Daisy Saji	Dept. of C.S
	Mrs.Maya Mathew	Dept. of C.S
	Mrs.Annie Christila	Dept. of C.S
	Mrs.Mariya Priya.P	Dept of Mgt.
	Mrs.Roshni Annie Koshy	Dept. of C.S
	Mrs.Smrutee Markhedkar	Dept. of C.S
	Mrs.Mangayarkarasi	Dept of Mgt.

1.1.7 Does the Institution develop curriculum for any of the courses offered (other than those under the purview of the affiliating university) by it? If 'yes', give details on the process (Needs assessment, design, development and planning) and the courses for which the curriculum has been developed.

The institution offers add on courses such as Corporate Grooming Programs, acting courses, Basic Computer courses, Dot Net course, spoken English, Tally etc. These courses were developed following a need assessment carried out by the college. The BOS has designed the curriculum of these courses in consultation with the stakeholders. Further these courses have assisted the students in enhancing their curricular and co-curricular skills extensively.

1.1.8 How does the institution analyze/ensure that the stated objectives of Curriculum are achieved in the course of implementation?

The Institution takes the following steps to ensure that the stated objectives of Curriculum are achieved in the course of Implementation:

- Course Plans: All the faculty members have to prepare their course plans of their subjects before the start of the semester by keeping in view the Curriculum intimated by the University.
- Academic Journal: The faculty members maintain Academic Journal, which is updated on a daily basis. The Academic Journals are scrutinized by both HOD and the Principal on the designated dates prescribed by the Principal.
- Department academic and Association plans: The Department HOD's and the Association coordinators submit the academic and the association actions plans for the upcoming year to the Principal the get approved for the further implementation.
- Time Table and Terminal Tests: The College implements the university curriculum through well planned time table in advance and monitors the

academic performance through terminal tests, which are conducted twice in a semester for all the college students.

- 360 Degree appraisal: Further to ensure that the curriculum objectives are achieved, teaching faculty are appraised through a system of appraisal called 360 degree appraisal system, where they are appraised by their students, colleagues, HOD's and the Management.
- Apart from the above strategies, we also receive the feed from the corporate, parents and alumni to ascertain the degree of accomplishment of the stated objectives.

1.2 Academic Flexibility

1.2.1 Specifying the goals and the objectives, give details of the certificate/diploma/skill development courses offered by the institution.

The Institution offers various add on/certificate courses to help the students to gain additional subject knowledge and skills to face corporate world.

Following is the List of Courses offered by the Institution

- Corporate Grooming Program – Coordinated by the Department of Commerce.
- Corporate Grooming Program – Coordinated by the Department of Management.
- Acting and Theatre performance – Coordinated by the Department of Languages and Department of Journalism.
- Tally – Coordinated by the Department of Management.
- SQL server and Dot Net – Coordinated by the Department of Computer Science.
- Basics in Computer Applications: Coordinated by the Department of Computer Science.

Table 1.1 Certificate Courses

Name of the Certificate Course	Objective
Career Guidance and Counseling	Preparing the students for facing corporate interview and aptitude tests.
Acting and Theatre Performance*	To train the students to the requirements of stage performance and to be more conscious and concern with social aspects

Tally 9.2	To train the students regarding accounting concepts through software and in turn help them to get placed in the corporate
SQL Server and Dot Net	To enhance the knowledge of the students in SQL and .Net technology
Basics in Computer Applications	To enhance the knowledge of the students in Basic computing concepts and to align their knowledge to the lates computing trends
Spoken English	To assist the students to acquire English communication skills

***Due to lack of participation the acting and theatre performance course is temporarily suspended.**

1.2.2 Does the institution offer programs that facilitate twinning/dual degree? If 'yes,' give details.

Since the institution is affiliated to the university, University does not make such a facility available. However, the college is looking for the possibilities of officering such facilities to the students through collaborating with external agencies/institutions/Universities.

1.2.3 Give details on the various institutional provisions with reference to academic flexibility and how it has been helpful to students in terms of skills development, academic mobility, progression to higher studies and improved potential for employability. Range of Core /Elective options offered by the University and those opted by the college, Choice Based Credit System and range of subject options, Courses offered in modular form, Credit transfer and accumulation facility, Lateral and vertical mobility within and across programme and courses and Enrichment courses

The college offers B.A., B.Sc., BCA, B.Com, and BBM. Keeping in mind the regional demand and to cater the younger generation with all possible facilities, the college provides computer application subject. Apart from the regular courses, the college also offers add-on/certificate courses to enhance the skill development process of the students.

*** Range of Core /Elective options offered by the University and those opted**

by the college

Course	Electives offered by the University	Electives opted by St.Francis de Sales College
BBM	Finance, Marketing, Human Resource, International business, information and technology	Human Resource and Finance
B.COM	Accounting and Taxation, Finance, Marketing, Information and technology, Human Resources, Banking and Insurance	Accounting, Finance, and Human Resource
BCA	No electives are offered	
BSC	Several combinations are offered	Mathematics, Electronics and Computer Science
BA	Several Comnibations are offered	Journalism-Psychology-English, Sociology-Economics-Psycology., History-Sociolgoy-Psycology

Choice based credit system and range of subject options

Bangalore has implemented the Choice Based Credit System with effect from the year 2014-15.

Courses offered in modular form

Courses are provided unit wise and are arranged in the modular form at department level. The Units so arranged are also used for testing the students in the exams, (1st Internal, and Model Examinations.

Table showing the Enrichment courses

Name of the Certificate Course	Objective
Career Guidance and Counseling	Preparing the students for facing corporate interview and aptitude tests.
Acting and Theatre Performance*	To train the students to the requirements of stage performance and to be more conscious and concern with social aspects

Tally 9.2	To train the students regarding accounting concepts through software and in turn help them to get placed in the corporate
SQL Server and Dot Net	To enhance the knowledge of the students in SQL and .Net technology
Basics in Computer Applications	To enhance the knowledge of the students in Basic computing concepts and to align their knowledge to the lates computing trends
Spoken English	To assist the students to acquire English communication skills

· **Credit transfer and accumulation facility**

No credit transfer and accumulative facility exists.

· **Lateral and vertical mobility within and across programmes and courses**

No lateral mobility within and across the programmes exists, however, vertical mobility exists.

Enrichment courses

The existing courses are enriched by preparing the students to design small projects and presentations related to theory work. Personality Development Programs are also held to develop the communication skills among the students. To add, lectures by the experts are also organized time to time to update the knowledge of our students.

TABLE SHOWING ENRICHMENT COURSES

Name of the Certificate Course	Objective
Career Guidance and Counselling	Preparing the students for facing corporate interview and aptitude tests.
Acting and Theatre Performance	To train the students to the requirements of stage performance and to be more conscious and concern with social aspects
Tally 9.2	To train the students regarding accounting concepts through software and in turn help them to get placed in the corporate
SQL Server and Dot Net	To enhance the knowledge of the students in SQL and .Net technology
Basics in Computer Applications	To enhance the knowledge of the students in Basic computing concepts and to align their knowledge to the lates computing trends

Spoken English	To assist the students to acquire English communication skills

1.2.4 Does the institution offer self-financed programmes? If 'yes', list them and indicate how they differ from other programmes, with reference to admission, curriculum, fee structure, teacher qualification, salary, etc

As the institution is self financed, all the programmes are self financed. The institution does not receive any financial assistance from any agency. All the institutional expenses are met by the prescription of reasonable fees pattern.

1.2.5 Does the college provide additional skill-oriented programmes, relevant to regional and global employment markets? If 'yes' provide details of such programme and the beneficiaries.

The college regularly conducts Personality Development Programmes which enhance the communication skills of the participants. The college also arranges for guest lectures. The students are also give training on attending competitive exams and other professional courses for further studies.

The institution provides the following additional programmes:

Name of the Certificate Course	Number of Faculty	Number of Faculty	Number of Students registered
Career Guidance and Counseling	2014-15	06	60 (BBM) – 2014-15 120 (B.Com) – 2014-15
Technical Writing	2014-15	01	12 (BA 2nd SEP AND JPE)
Acting and Theatre Performance	2013-14	02	
Tally 9.2	2014-15	02	17* (BBM 2nd and 3rd Year)
SQL Server and Dot Net	2014-15	01	30
Basics in Computer Applications	2013-14 2014-15		

Spoken English	2014-15		

1.2.6 Does the University provide for the flexibility of combining the conventional face-to-face and Distance Mode of Education for students to choose the courses/combination of their choice? If 'yes', how does the institution take advantage of such provision for the benefit of students?

No, the university does not allow the flexibility of combining conventional face to face and distance mode of education. The students can switch from regular face-to-face to Distance Mode after one or two years of study.

1.3 Curriculum Enrichment

1.3.1 Describe the efforts made by the institution to supplement the University's Curriculum to ensure that the academic programmes and Institution's goals and objectives are integrated?

The institution being an affiliated college to the Bangalore University does not have the freedom of formulating its own curriculum. Still, the courses run have their relevance to the institution's goals and objectives. To achieve the institutional goal and objectives, we have enriched the University Curriculum with additional add on and certificate courses.

The college ensures that the University Curriculum is followed in the best of the spirit. The College takes the following steps to ensure that, the university curriculum is implemented to the best of its efficiency:

- The IQAC along with the heads of the department prepare the College calendar, considering the vision and mission of the College.
- The College Monitors the whole curriculum implementation process through well structured time table, Academic Journals, course plans etc.
- All the HOD's and the Association coordinators prepare the academic and co-curricular plans for the semester.
- Finally the university curriculum is enriched through various add on courses, guest lectures, personality development programmes, certificate courses and other life skills and development programmes.

1.3.2 What are the efforts made by the institution to modify, enrich, and organize the curriculum to explicitly reflect the experiences of the students and cater to needs of the dynamic employment market?

As discussed in point 1.3.1, the college strictly adheres to the syllabus designed by Bangalore University, but while delivering this syllabus content to the students, our

faculty enrich it with their own expertise and experience so that the students also gain employable qualities that enable them get jobs in this highly competitive world.

St.Francis de Sales College reorganizes the university Curriculum to meet the student profile by enriching it with following methods:

- Faculty Academic Journals.
- Course Plans.
- Periodical visit of guest lectures from renowned institutions and industrial visits.
- Assignments, Seminars, PPT Presentations, business activities, quiz competitions and projects.
- Placement training through collaborations with external training agencies as well as in house faculty.
- Add-on/certificate courses to meet the industry expectations.

The task of framing of curriculum of the college, as stated earlier, is in the hands of its parent affiliating institution i.e. Bangalore University. The institution can only enrich and organize the curriculum by supplementing it with extra courses so that the students are benefited in the best possible manner. The training and placement cell of the college regularly interacts with the Corporate Professional and collects first hand information about the demands and expectations of the corporate sector regarding skill set of students.

Under the guidance of various committees, special training and tailor made orientations are conducted to enable the students to achieve the global standards. The institution is completely computerized at the administration and academic levels. Computer labs are well equipped with latest computers, LCD Projectors have been used for effective communication and teaching.

1.3.3 Enumerate the efforts made by the institution to integrate the cross cutting issues such as Gender, Climate Change, Environmental Education, Human Rights, ICT etc., into the curriculum?

Gender equality:

- Women's Cell conducts various programme on the issues of gender inequality and empowerment issues and other related issues.
- Guest Lectures and seminars are organized by the Women's cell to address the issue of Gender, environment and human rights.
- The College also organizes Ethnic Day to bring in unity in diversity every year.

Nature's Club

- The Nature's club in the college aims to bring awareness among the college community regarding the environmental issues like deforestation, pollution, pollution etc.
- The Club organizes guest lectures, and also organizes parisarotsava in coordination with the department of Humanities every. Parisarotsava is a one day event organized to create awareness regarding environment protection. Powerpoint presentations are screened highlighting different problems of the environment; the programme also suggests various means and ways to safeguard and preserve the environment.

Environment Studies is made a compulsory course by the University for All Courses.

Human Rights

- University has made Indian Constitution subject compulsory for all the courses.
- NSS and NCC wings of the college also organize various rallies, seminars on the issues related to the Human rights.
- The Anti ragging cell, Grievance redressal cell, disciplinary committee at department levels are always on their toes to bring the awareness among the students regarding issues related to human rights.

ICT

- St.Francis de Sales College encourages both staff and students to utilize the ICT tools in the teaching learning process.
- The college has full fledged computer lab, digital library, business lab, commerce and language lab, which enables the staff and students to gain expertise to use of ICT.

1.3.4 What are the various value-added courses/enrichment programmes offered to ensure holistic development of students? Moral and ethical values, Employable and life skills, better career options and community orientations

The institution has establishes tie ups with external institutions who conduct training courses to bridge the gap between education and employment. Final year students are encouraged to voluntarily enrol for this course. The Department of English, the department of humanities, and department of computer science have envisaged various courses to build the knowledge and skills of the students like spoken English courses, technical writing, basics in computers, Dot Not and SQL servers etc. The NSS and NCC wings also engage the students in various social and community service activities.

Table showing list of Value Addition Programmes

Programmes Offered	Objectives
Talyy, .Net and SQL, Basics in Computers, Spoken English, Guest lectures, Workshops, departmental fests, cultural fests, Association activities and inter and intra-collegiate events.	**Curricular and Co-curricular Excellence**
The college NSS team regularly visits surrounding areas and villages where people are provided awareness on various social, moral, ethical principles and ways of life. The Students are also motivated by way of special lectures so as to instil moral and ethical values in them.	**Moral and Ethical values**
The college understands that the need of communication skills is vital for the students for better career options. Therefore the institution arranges Verbal and Written Communication Skills workshops. Group discussions, Essay writing, Recitation of poetry, inter and intralevel competitions are held at a regular intervals in the institution. Ethinic day, Value education sessions, Personality development programs Students are also allotted the different responsibilities in organizing various events and activities such as cultural programmes, competitions, seminars, workshops etc. In this way they improve their team building and organizational skills.	**Employable and Life Skills:**
The college provides computer classes for all students to develop their skills of basic computer operating principles which include Basic Computer	**Better Career Options:**

Operation, MS office, Internet operations etc.	
The college NSS team regularly visits surrounding areas and villages where people are provided awareness on various social, moral, ethical principles and ways of life. NCC, NSS, Eye check-up camps, blood donation camps and other social outreach programmes, women empowerment cell etc.	**Community Orientation:**
Nature's Club, Parisarotsava, Rainwater Harvesting, Guest Lectures by Environmentalists/NGO's, Plantation Programmes.	**Environment Protection**
Inter and Intra sports competitions, Stress Management workshops, Student Counselling and Mentoring facility, Health Centre-in house.	**Physical Fitness**

1.3.5 citing a few examples, enumerate on the extent of use of the feedback from stakeholders in enriching the curriculum?

- The institution with the coordination of IQAC has formulated structured formats of feedback on curriculum, which are issued to the stakeholders like Alumni, Industry Experts, Parents and existing students for curriculum reformation and enrichment.

- The College usually issues the feedback formats to the stakeholder at the end of the semester and analyses thoroughly.

- Further, the feedback results are then discussed by the IQAC and the BOS members for the enrichment of the curriculum.

- Based on the suggestions made by IQAC and BOS members, the curriculum is enriched through the introduction of value added/certificates courses and personality development programmes.

1.3.6 How does the institution monitor and evaluate the quality of its enrichment programmes?

- The Institution ensures that, the quality of its enrichment programmes are effectively monitored through post programme meeting and discussion. The specially formed committee for the enrichment programmes meets and discuss on issues related to the content of the program, delivery of the program, participation, and the results. The Committee also takes into consideration the student's feedback on the enrichment program content and the delivery.
- Further the committee takes the necessary steps to overcome the deficiencies in the program and the content and its delivery through its further modification and enrichment.

1.4 Feedback System

1.4.1 What are the contributions of the institution in the design and development of the curriculum prepared by the University?

- The institution is an affiliated college to the Bangalore University and therefore there is no scope for framing institution's curriculum on its own. However, a systematic mechanism is installed in the institution to look after the affairs of the feedback process and analysis through the member of Board of Studies.
- Some of our faculty members are members of Bangalore University Teachers council of Commerce and Management and Bangalore University Council for Teachers. As a result their membership, we have an opportunity to suggest to the university regarding the curriculum enrichment.
- Faculty members regularly attend workshops and seminars on revision of curriculum. The College can only forward the suggestions to the university through the members of Board of studies. The design and development of the curriculum is in the hands of the university only.

1.4.2 Is there a formal mechanism to obtain feedback from students and stakeholders on Curriculum? If 'yes', how is it communicated to the University and made use internally for curriculum enrichment and introducing changes/new programmes?

- Yes, the college has a well established system of collecting feedback from its stake holders. As has been pointed out in 1.3.5, the institution has well structured formats for obtaining feedback from students, alumni, parents and industry experts.
- The institution collects all feedbacks and communication in the form of questionnaires and forms those then analyzed and develop areas of improvement from it. The feedbacks are discussed in the staff council meetings. The opinion of the coordinating committee is also taken into account.

- At the institutional level, most of the add-on and certificate courses offered are the direct result of the feedback analysis.

1.4.3 How many new programme/courses were introduced by the institution during the last four years? What was the rationale for introducing new courses/programmes?

NIL

CRITERION II:
TEACHING-LEARNING AND EVALUATION

CRITERION II: TEACHING-LEARNING AND EVALUATION

2.1 Student Enrolment and Profile

2.1.1 How does the college ensure publicity and transparency in the admission process?

The College ensures publicity and transperancy in the admission process through the following methods:

- Announcements on the college website, prospectus, college notice boards, and banners located at the entrance of the campus and through alumni and parents.
- SFS College faculty members in coordination with Career guidance and placement cell organize career guidance sessions for the PU students of neighboring colleges. The College has formed a team of dedicated faculty members for acquiring admissions from their respective localities and nearby places.
- The institution attracts the students with high scores by offering merit scholarships by conducting DESAT entrance examination. The students who seek admission and their parents/guardians are counseled on the courses and other activities even before the admission process is initiated.

2.1.2 Explain in detail the criteria adopted and process of admission (Ex. (i) merit (ii) common admission test conducted by state agencies and national agencies (iii) combination of merit and entrance test or merit, entrance test and interview (iv) any other to various programmes of the Institution.

- The college offers only general undergraduate courses. Application forms can be bought from office and on the spot enquiries are attended to by the office for admissions and a team of two senior faculty members.
- Selection of students to the course is based on marks obtained in qualifying exam. The college admits the students solely on the basis of merit in the qualifying examination. In case the affiliating university lays down a special criterion like Entrance test or Interview, then the college strictly adheres to it.
- The existing government/affiliating university policy of merit for admissions are followed for UG courses. Applications for admission to undergraduate courses care called for in the month of May. The Counselling team helps the students to make the choice of the medium of instruction and subjects. College follows reservation policy of the government also.
- The College has initiated entrance test called DESAT entrance test (scholarship programme) to attract students with high marks.
- The institution has a culture of granting free ships and financial aids to the eligible but financially week students.

Table showing Category wise Students

Category	**2010-11**	**2011-12**	**2012-13**	**2013-14**
SC/ST	27	87	91	87
OBC	65	79	77	206
Women	109	135	120	122
Differently abled	-	01	-	-

Amount of Scholarships and freeships

Scholarships	**Year**			
	2010-11	**2011-12**	**2012-13**	**2013-14**
Government and other agencies	60356	43620	46900	70951
Financial aid by SFS College	DNA*	DNA*	161621	108067
Merit Scholarships	DNA*	DNA*	6750	4500
Freeships	DNA*	DNA*	140000	151800
Total	**60356**	**43620**	**355271**	**335318**

***Data Not Available**

2.1.3 Give the minimum and maximum percentage of marks for admission at entry level for each of the programmes offered by the college and provide a comparison with other colleges of the affiliating university within the city/district.

The College has not put in place any cut off marks for the admissions. Students admitted have marks ranging from mere pass (35%) to high distinction. The following table gives the summary of the students' marks percentage at the entry level.

Course	2014-2015			2013-14			2012-13		
	Min Marks	Max Marks	Average Marks	Min Marks	Max Marks	Average Marks	Min Marks	Max Marks	Average Marks

B.COM	42	88	65	38	90	64	36	86	61
BBM	37	91	64	36	82	59	35	80	58
BCA	42	86	64	39	80	60	33	85	59
BSC	44	79	62	45	81	63	40	74	57
BA	35	87	61	30	89	60	29	85	57

Table 2.4 Cut off marks of Neighboring Colleges Affiliated to Bangalore University

Name of the Institution	**Cut Off Marks (in %)**				
	BBM	**B.COM**	**B.A**	**BSC**	**BCA**
Spurthy College	50	50	-	-	50
IZEE College	35	35	-	-	35
IFIM College	60	60	60	-	60
NIBE College	35	35	-	-	35
Royal College	35	35	-	35	35
ABMTR	35	35	-	-	-

2.1.4 Is there a mechanism in the institution to review the admission process and student profiles annually? If 'yes' what is the outcome of such an effort and how has it contributed to the improvement of the process?

Mechanism to review the admission process and student profile:

The admission team reviews the details of students selected for admission. In case a particular section of students like Girls, villagers, or any specific community are found to be in less numbers in the admission lists, the admission committee tries to motivate those sections of students by providing them the requisite facilities.
The mentoring system in college has been very instrumental in inculcating positive attitude and discipline in the students. A record of the students performance in all the

fields, academic as well as extra-curricular (like Seminars, prathiba, athenia, and other intra and inter collegiate competitions) is maintained. The student with unwarranted behariours is encouraged with counselling so that a positive frame of mind can be developed.

Outcome:

As a result of this process, in the last 2 years, there has been a considerable improvement in the attitude and discipline of the students. The IQAC and the members of the staff offer suggestions during staff meetings on the process which helps in improving the steps taken.

2.1.5 Reflecting on the strategies adopted to increase/improve access for following categories of students, enumerate on how the admission policy of the institution and its student profiles demonstrate/reflect the National commitment to diversity and inclusion: SC/ST, OBC, Women, Differently abled, Economically weaker sections, Minority community and Any other.

St.Francis de Sales College is a tremendously diverse community, composed of Students from widely varied backgrounds, experiences, and national cultures. Our ability to fulfill our mission and to live into our vision rests on our creating an environment that is welcoming and accepting of differences, and in which every person's contribution and perspective is heard and valued. While we do not all share the same beliefs, experiences, and perspectives, we believe that we can honor, respect, and seek to understand one another. In fact, we expect that we as a community will do so. Our goal is not be to homogenize our community, but rather to foster deeper understanding, to build bonds, and to increase our effectiveness in working across cultures and beliefs.

Students from SC/ST communities are not only given importance in admission but are also granted with scholarships. The College has separate hostel for female students and admission is never rejected to any differently abled students.College also grants merit scholarships to the deserving students. Students from financially weak background are given financial aids and sometime freeships are also given. The College also gives due preference to sports persons, children of ex-service men and students from the locality.

Gender Wise Student Profile

Course	2010-11		2011-12		2012-13		2013-14	
	Male	Female	Male	Female	Male	Female	Male	Female
BCOM	54	49	73	68	98	61	96	63
BBM	69	31	67	33	47	26	30	16
BA	67	10	67	17	79	19	107	24
BCA	32	17	32	14	43	11	16	13

BSC	06	02	02	03	06	03	08	06

2.1.6 Provide the following details for various programmes offered by the institution during the last four years and comment on the trends. i.e. reasons for increase / decrease and actions initiated for improvement.

Program	No. of Appl.	No. of Students Admitted 2012-13	Demand Ration	No. of Appl.	No. of Students Admitted 2013-14	Demand Ration	No. of Appl.	No. of Students Admitted 2014-15	Demand Ration
BA	112	112		132	131				
BCA	56	56		29	29				
BSc	11	11		15	14				
B.Com	177	176		160	159				
BBM	77	77		46	46				

2.2 Catering to Diverse Needs of Students

2.2.1 How does the institution cater to the needs of differently- abled students and ensure adherence to government policies in this regard?

The institution is fully adhering to governmental policies regarding the needs of differently-abled students. Seats are reserved at the time of admission in various programmes. The college makes this sure that the classes of such students are held at ground floor only for the purpose of easy accessibility of books to them. These students are encouraged at every level in the institution. Special Counselling is also arranged for such category of students. Such students are also given extra time in the first internal, model and final examinations. If necessary the college also provides assistance of technical staff to those students.

2.2.2 Does the institution assess the students' needs in terms of knowledge and skills before the commencement of the programme? If 'yes', give details on the process.

- The Institution is well aware of the needs of the students. Any class contains a mix of intelligent and average students.
- SFS College admits students of all skills in line with our Motto- Excellence, Transformation and Efficiency. College has very effective mentor system to clarify students problems.

- Even through, at present college does not conduct any entrance test, a special admission committee appointed by IQAC interacts with the students to know their attitudes, skills etc while before the admission and also help them to chose the course options, who are in confusion.
- Apart from the above, college also organizes bridge course program on various topics like personality development, spoken English, basic computing etc, where students are made aware about the demands of the courses in which they are admitted. A special team of faculty members handle the bridge course program, where they are imparted knowledge and skills in both curricular and co-curricular aspects.
- SFS College organizes many events, where talents are searched out for the skill development like college organizes Prathiba –intracollegiate cultural competition; Athenia-intracollegiate sports competitions, and also university level literary and cultural competitions. The college also organizes facilities for expert coaching for cultural as well as sports events.

2.2.3 What are the strategies drawn and deployed by the institution to bridge the knowledge gap of the enrolled students to enable them to cope with the programme of their choice? (Bridge/Remedial/Add-on/Enrichment Courses, etc.).

To Bridge the knowledge gap of the enrolled students to enable them to cope with the programme of their choice, college has two step process i.e

- All the admitted students have to undergo through the common bridge course program, which is organized by the special team of the college faculty. The entire program is divided into various subject oriented sessions like personality development, spoken English and grammar, basic computing, basics in accounting, statistics and other related areas.
- In the second stage, respected departments also organize bridge course programs bases on the requirements of their course stream like BBM on personality development programs, B.Com on basic accounting, Computer science on basics in computers etc.

Table 2.7 Bridge Courses Conducted

Year	Topics Covered	Number of students benefited
2014-15	Writing Skills, Basic Grammar, Asking and taking message, writing – Giving directions, Soft Skills, Presentation Skills.	262
2014-15	Basics in Accounting	

2013-14	Personality Development, English, Physical education, Library, NCC.	172

2.2.4 How does the college sensitize its staff and students on issues such as gender, inclusion, environment etc.?

- The institution holds the tradition of imparting holistic education with emphasis on the ethical and moral principles. The college which is coeducational institution sensitizes its staff and students on issues such as gender inclusion, environment etc by holding seminars on the relevant topics like women empowerment. Celebration of women's day by teachers and students is also a part of the same tradition.
- The college, at its own level makes arrangements for seminars and conferences of national level where in the experts are invited to share and deliver their experiences and knowledge. Apart from this the college, as stated earlier, offers the subject to environmental education as a compulsory subject.

The following activities are designed by the Women's Cell and the Nature Club of the college:
 Campus Cleaning programme
 Street Play on save trees, conserve earth
 Rain Water Harvesting
 Special Guest lectures by the Women's Cell

2.2.5 How does the institution identify and respond to special educational/learning needs of advanced learners?

The advanced learners are detected by the teachers during their lectures in class room by means of getting feedback from the students orally and sometimes in writing. Students are subjected to various methods of evaluations like signalled answers, vocal responses, sample individual responses and written tests after each unit of syllabus. Based on their performance, students are identified as slow and advanced learners. They are supported in the best possible manner. The teachers take extra pain in helping them with an additional and personal interest. They are provided with the additional time, advanced learning materials and assistance from the teachers. A number of motivational lectures are organized to channelize
their potential to accomplish better success The institution responds to the advanced learners in the following ways:
 Proficiency prizes are awarded to the class toppers.
 Endowment prizes are instituted by the staff members.

 Memorial awards are given to the toppers of university examination in some subjects.
 Advanced learners are given opportunities to participate in the National conferences and department seminars held by the college
 Leadership roles are given in the organization of intra and inter-collegiate events.
 They represent the College at inter-collegiate competitions.
 University rank holders are honoured at the graduation ceremony of the college.

2.2.6 How does the institute collect, analyze and use the data and information on the academic performance (through the programme duration) of the students at risk of drop out (students from the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc.)?

The advanced learners are detected by the teachers during their lectures in class room by means of getting feedback from the students orally and sometimes in writing. Students are subjected to various methods of evaluations like signalled answers, vocal responses, sample individual responses and written tests after each unit of syllabus. Based on their performance, students are identified as slow and advanced learners. They are supported in the best possible manner. The teachers take extra pain in helping them with an additional and personal interest. They are provided with the additional time, advanced learning materials and assistance from the teachers. Further such learners are motivated for higher seats of learning and top most
Career options. A number of motivational lectures are organized to channelize their potential to accomplish better success.

2.3 Teaching-Learning Process

The faculty in the college follows learner-centered approach by various techniques like the classroom lecture, PPT Presentations, group discussion, Busniess activities. College also encourages students to participate in conferences, seminars, intra and intercollegiate competitions. College also provides facilities like computer lab, projectors to achieve effective teaching learning process.

2.3.1 How does the college plan and organise the teaching, learning and evaluation schedules? (Academic calendar, teaching plan, evaluation blue print, etc.)

College Calendar: Keep in view the University semester plan, college prepares college calendar. It includes all the curricular and the co curricular activities for the upcoming academic year. The College calendar acts as a guide to both staff and students. The college calendar is published in the students hand book, which is issued to all the students and the faculty members.
Faculty Orientation Programme: Faculty enhancement programme is organized by the college every year. The Orientation programme is designed to further sensitize the teachers about innovative ways of imparting quality education. The programme is focuses on different areas related to education and teaching. The Prime objective of the orientation programme is to discuss in detail the structural and procedural

aspects of enabling educational structures working especially at the grassroots level for ensuring quality education and teaching.

Academic and Co-curricular plans: The department HOD's and the association coordinators prepare the yearly plan, which contains all the academic activities and co curricular activities to be conducted for the year.

Time Table: Upon the receipt of the University Academic Calender, IQAC and all the faculty members decide upon the time table for the semester, which is thoroughly planned by the HOD's in coordination with the cooridators. It is ensured that, the classes are started on the first day of the college. If any lecturer is absent on a particular day, his/her class is engaged by a substitute which ensures non cancellation of lectures.

Course Plans: Course plans are prepared by the respective faculty members and submitted to the Heads of the Department and the Principal every semester. It is submitted before the beginning of the semester. At the beginning of the semester the total number of lectures available is calculated on the basis of the academic calendar. Accordingly the course plans are prepared and the syllabus completion dates and dates for revision, remedial classes are also mentioned in the course plans.

Academic Journal: The academic journals are written in accordance with the Course plans. The academic journal is updated on a daily basis. The same is verified by the HODs and then the Principal also checks if the academic journals are on par with the course plans prepared by the faculty.

Evaluation Blueprint: CIA (first internal and Model exams) dates published in the College calendar, which is issued before the beginning of the semester.

2.3.2 How does IQAC contribute to improve the teaching –learning process?

IQAC in the College ensures a continuous internalization and institutionalization of quality so that the institution excels in standards while serving its students and stakeholders. The IQAC oversees all the quality enhancement and substance programmes of the College.

Following are some of the objectives of IQAC in the College :

- Development and application of quality benchmark for the various acadmic and administrative activities of the institution.
- Organization of workshops, seminars on quality related themes and promotion of quality circles.
- Documentation of the various programmes leading to quality improvement.

IQAC meets regularly and realigns practices based on formal (for example, student council meetings) and informal feedbacks, whenever necessary. The IQAC proposes to the department the various strategies to be followed. It also recommends participation of faculty and students in seminars and conferences. It regularly reviews and evaluates the teaching - learning process. Meetings are held at the departmental and at the college level on the strategies for improvement of results.

2.3.3 How is learning made more student-centric? Give details on the support structures and systems available for teachers to develop skills like interactive learning, collaborative learning and independent learning among the students?

The college offers following support services to its teachers for making the learning student centric:

- Full fledged library.
- Digital library.
- Labs like Computer lab, Commerce Lab, business lab, language lab, psychology and electronics lab.
- Encouragement to the students to attend departmental, state, national and international seminar, conferences and workshops.
- Student counseling services.
- Career counseling and placement services.
- Projects and assignments to upgrade the student's knowledge level and skill sets.
- Guest lectures, industrial visits and study tours.

2.3.4 How does the institution nurture critical thinking, creativity and scientific temper among the students to transform them into life-long learners and innovators?

The institution nurtures critical thinking, creativity and scientific temper among the students in the following methods:

- Students are assigned with projects and assignments, that promotes critical thinking.
- Students are exposed to expert guest lectures by eminent personalities.
- Students are given opportunities to participate in seminar, workshops etc to provide them hands on experience.
- Students are encouraged to take part in both intercollegiate and intra collegiate cultural, literary and sports competitions to instill in them the spirit of team work, creativity and competition.
- Students are exposed to industrial visits, study tours to broaden their knowledge level.

- Career counseling and placement cell organizes many personality development programmes in order to enhance the soft skills of the students.
- The college organizes bridge course programmes in order to instill in the students, the ability to adapt to increasing demands and expectations.
- In order to develop the attitude of spirituality, respect for other gender, respect for diverse ethnicities, cultures and religions, discovery of core values, goal setting and motivation, human sexuality and responsible behavior, college organizes holistic development programmes for all the students.
- Students who meet the requirements are awarded certificates at the end of each pragramme.

2.3.5 What are the technologies and facilities available and used by the faculty for effective teaching? Eg: Virtual laboratories, e-learning - resources from National Programme on Technology Enhanced Learning (NPTEL) and National Mission on Education through Information and Communication Technology (NME-ICT), open educational resources, mobile education, etc.

ICT is extensively used in teaching learning process by the teachers. Staff and students are encouraged to use Projectors, CD's, business lab, commerce lab, language lab for the learning. College also established digital library, which is uploaded with latest books and journals. We are also in process of getting membership with some national and international knowledge centers.

2.3.6 How are the students and faculty exposed to advanced level of knowledge and skills (blended learning, expert lectures, seminars, workshops etc.)?

College conducts lectures and seminars by experts on various issues in which faculty members and students are encouraged to participate and reap benefits. The teachers go for refresher and orientation courses. Over the past many years the faculty has been participating in the conferences and presenting papers in national and international level seminars. The details are as follows:

Name of the student	Seminars/Workshop attended	Date
Jubil.J.Lukos – BBM	SAP Technologies workshop – Participation and certification.	28-09-2013
Diljo.K.Tom – BBM	SAP Technologies workshop – Participation and certification.	28-09-2013
B.Com	Don Bosco College, Bangalore, National Seminar on Women Entrepreneurship	12-09-12
Giridhar and Jagadish – B.Com	South East Asian College, Bangalore, Seminar on Opportunities and Challenges with	12-03-13

	consolidation of banks with specific reference to india.	
Pillai Swathi – B.Com	National Seminar on Inclusive business practices – its roles and reference from social empowerment perspective at Bon secours College for women.	10-02-12

Seminars and Workshops Attended by the Faculty

Name	Seminar/Conference/Workshops attend in state/National/International level
Mrs.Mamatha.K	One day state level conference on 'Impact of shutdown of Global Financial Majors of the India Financial Sector in 2009 organized by Abbas Khan College for women.
Mrs.Mamatha.K	One day state level workshop on 'Skill Development and Curriculum Orientation' in 2006, organized by S.Nijalingappa College and BUTCCM.
Mrs.Mamatha.K	One Day State level conference on 'IFRS in India-Challenges and Issues' in 2013, organized by Don Bosco College of Sciences and Management.
Mrs.Mamatha.K	One day National Level Seminar on 'The Dawn of New Companies Act 2013-Challenges and Opportunities in 2013, organized by SFS College and BUTCCM,Bangalore
Mrs.Mamatha.K	National Seminar on 'Inclusive Growth and Sustainaibility – Role of Commerce Education in India in 2013, organized by Indian Commerce Education and Department of Commerce, Bangalore Univeristy.
Mrs.Mamatha.K	One day workshop on Revised Syllabus of B.Com III Semester, Bangalore University, Organized by Sheshadripuram College and BUCTA Commerce and Management in 2013.
Mr.Raghavendra. .S	One day national Level seminar on 'Work Culture for Excellence' in 2005, organized by Government .R.C.College and Bangalore Univeristy.
Mr.Raghavendra.K.S	One day state level seminar on 'Value Added tax' in 2005, organized by Kuvempu University, Davanagere.

Mr.Raghavendra.K.S	State level conference on 'Challenges for degree colleges in Karnataka', organized by BUFGCPA and FDCPAK in 2008.
Mr.Raghavendra.K.S	International Conference on 'Emerging trends in Higher Education-A Global perspective, organized by Jyotinivas College in 2008.
Mr.Raghavendra.K.S	National Level Seminar on 'New Dimension in Business education-need for restructuring, organized by Bangalore university in 2009.
Mr.Raghavendra.K.S	National Level Seminar on 'Strategic value creation in higher education-choice and challegnes', organized by MLA first grade college and Karnataka state chartered accountants association in 2010.
Mr.Raghavendra.K.S	National seminar on 'Business and Mangement', organized by sahyadri College of Engineering and Management, Mangalore in 20111.
Mr.Raghavendra.K.S	National Seminar on 'Entrepreneurship:challenges and opportunities for inclusive growth', organized by SFS College in 2011.
Mr.Raghavendra.K.S	National seminar on 'Research Methodology for commerce researchers', organized by Kuvempu University, shimoga in 2012.
Mr.Raghavendra.K.S	National seminar on 'New Paradigms in Accounting and Finance', organized by Kuvempu University, shimoga in 2012.
Mr.Raghavendra K.S	National seminar on 'Entrepreneurship:MSMES Opportunities and challenges', organized by SFS College in 2012.
Mr.Raghavendra.K.S	National seminar on 'Inclusive Business Practices its role and relevance', organized by Bon Secours College for Women in 2012.
Mr.Raghavendra.K.S	International Conference on'International Challenges of Global Entrepreneurship in 21st Century', organized by Bon Secours College for Women in 2012.

Mr.Raghavendra.K.S	National seminar on 'Women Empowerment in India:Issues and Challenges in 21st Century', organized by Sri Sai College for Women in 2013.
Mr.Raghavendra.K.S	National seminar on 'Opportunities and challenges with consolidation of Banks', organized by SEA college of science, commerce and Arts in 2013.
Mr.Raghavendra.K.S	State level seminar on 'Corporate Social responsibility and Corporate Governance', organized by RBANMS First Grade College in 2013.
Mr.Raghavendra.K.S	National seminar on 'The Dawn of New Companies Act 2013: Challenges and opportunities for corporate growth', organized by SFS College and BUTCCM IN 2013.
Mr.Raghavendra.K.S	National seminar on 'Impact of new Legislation in commercial and taxation laws on trade and industry', organized by Marian College, Kerala in 2013.
Mr.Raghavendra.K.S	International Conference on 'Inclusive Growth and Sustainablity-Role of Commerce education in India', organized by Indian Commerce association and Bangalore University in 2013.
Mrs.Jaseentha Mathew	National Seminar on 'Role of Women in Media', Organized by Department of Journalis, SFS College in 2011.
Mrs.Jaseentha Mathew	National Seminar on 'Entrepreneurship:challenges and opportunities for inclusive growth', organized by SFS College in 2011.
Mrs.Jaseentha Mathew	National seminar on 'Entrepreneurship:MSMES Opportunities and challenges', organized by SFS College in 2012.
Mrs.Jaseentha Mathew	National seminar on 'The Dawn of New Companies Act 2013: Challenges and opportunities for corporate growth', organized by SFS College and BUTCCM IN 2013.
Mrs.N.K.Chitra	One day workshop on Re-orientation of IV Semester B.Com and BBM syllabus of Bangalore University on 8th February 2014.

Mrs.N.K.Chitra	National Seminar on 'Inclusive banking through technology' on 21st February 2014, organized by Peryal E.V.R.College.
Mrs.N.K.Chitra	One day workshop on Bangalore university syllabus of Market behaviour and cost analysis on 23rd August , organized by st.claret college.
Mrs.Smrity Prasad	National Seminar on 'Image Processing-Concepts and Applications', organized by PES School of Engineering in 2011.
Mrs.Smrity Prasad	International Conference on 'How to write for and get published in scientific journals and publish Manusript', organized by IIIT,Bangalore in 2010.
Mrs.Smrity Prasad	National Seminar on 'Contemporary issues in Research', organized by Christ University in 2011.
Mrs.Smrity Prasad	National Seminar on 'Emerging Trends in IT', organized by Christ University in 2011.
Mrs.Smrity Prasad	National Seminar on 'Role of Women in media', organized by SFS College in 2011.
Mrs.Smrity Prasad	National Seminar on 'Emerging trends in Information Technology', organized by SFS College in 2011.
Mrs.Smrutee Markhedkar	Two day Workshop on Basic electronics, personality development, national symposia, organized by DRG Group of Institutions in 2012
Mrs.Maya Mathew	National seminar on the emerging trends in information technology, organized by St.Francis de Sales College in 2011.
Mrs.Maya Mathew	National Seminar on The Dawn of New Companies Act 2013:challenges and opportunities, organized by St.Francis de Sales College in association with BUTCCM, IN 2013
Mrs.Shailaja	National seminar on Emerging trends in IT, organized by Christ University in 2012

Mrs.Shailaja	Workshop Conducted by IIT, Bombay under National Mission on Education through ICT (MHRD, Government of India) from 16th to 21st June 2014, organized by Amrita School of Engineering.
Mrs.Jithy Lijo	Workshop Conducted by IIT, Bombay under National Mission on Education through ICT (MHRD, Government of India) from 16th to 21st June 2014, organized by Amrita School of Engineering.
Mrs.Annie Christila.S	National Conference on Emerging trends in IT on 4th March 2010, organized by Christ University, Bangalore.
Mrs.Annie Christila.S	National seminar on The Dawn of New Companies Act 2013, organized by department of computer science, sfs college on 25th October 2013.
Mr.Ginson George	Workshop on Parapsychology and near death experiences held on 29th and 30th November and December 1st 2013, organized by Bangaloroe Psychology Circle.
Mr.Ginson George	National Conference of Catholic Psychologists, India on 'Community Oriented Psychological Interventions' held from 16th to 18th September 2011, organized by Jyoti Nivas College.
Mr.Ginson George	National Conference on Hypnotherapy, organized by the department of psychology, Christ University, Bangalore in association with society for clinical and experimental hypnosis, India on 11th and 12th January 2012.
Mr.Ginson George	Refresher course in Statistical Methods for Behavioural Research conducted on 23rd to 25th august 2012at NIMHANS, Bangalore.
Mr.Ginson George	Workshop on Alcohol Abuse on 28th march 2012, organized by NIMHANS Centre for wellbeing.
Dr.Reva Prasad	Attended National level Seminar in S.B.M Jain college on 'Uch Siksha Mein Hindi Aur Vishwavidyalaya Anudan Ayoog'
Dr.Reva Prasad	Attended workshop on the prescribed text for I PUC, Board of Karnataka.

Dr.Reva Prasad	Attended workshop on the prescribed text for I Degree hindi syllabus conducted by S.B.M Jain college Bangalore.
Dr.Reva Prasad	Attended national level seminar conducted by Janana Bharathi Bangalore university on 'Hindi Sahitya Mein Dalit Chetna'.
Mrs. Maria Priya.P	'One day workshop on Choice based credit system and re-orientation of I semester BBM Syllabus'of Bangalore Univeristy on 25th July 2014 at Jain College, Bangalore.
Mr.K.M.Vinay Kumar	'one day conference on Excellence in Higher Education – Challenges in India held on 6th December 2013, organized by T.John Institute of Management and Science.
Mr.K.M.Vinay Kumar	'National Conference on Management practices at cross roads: Challenges and opportunities, organized by Kongu Enginnering College on 4th April 2012.
Mr.K.M.Vinay Kumar	'National Seminar on Current trends in advertising: Targeting Adolescence-A Psychological Perspective', organized of St.Francis de Sales College, on 15th March 2013.
Mr.K.M.Vinay Kumar	International Conference on 'Innovation and Entreprenuership in a Networked World' – ICIE 2012,

	organized by Sakthi Institute of Information and Management Studies on 10th and 11th May 2012.
Mrs.Mangayarkarasi.N	'One day workshop on Revised Syllabus for BBM IInd Semester, Bangalore University at Seshadripuram First Grade College on 12th January 2013.
Mrs.Mangayarkarasi.N	One day workshop on revised syllabus for BBM II Semester, Bangalore University at Maharani's Arts, Commerce and Management College for Women on 20th July 2013.
Mrs.Mangayarkarasi.N	One day workshop on Bangalore University's Syllabus of Market Behaviour and Cost Analysis, Organized by St.Claret College, Bangalore on 23rd August 2013
Mrs.Mangayarkarasi.N	International Conference on Emerging Trends in Higher Education – A Global Perspective: Concerns and Challenges in Environmental Sustainability, Entrepreneurship and Cinema (ICEEC) Organized by Jyoti Nivas College on 13th August 2008.

Mrs.P.S.Geetha	One day workshop on reorientation of V semester B.Com and BBM syllabus, Bangalore university on 21st June 2014.
Mrs.P.S.Geetha	One day workshop on Choice based credit system and reorientation of I semester BBM syllabus of Bangalore University on 25th July 2014 at Jain College, Bangalore.
Mrs.P.S.Geetha	One day workshop on reorientation of IV Semester B.Com and BBM syllabus of Bangalore University on 8th February 2014.
Dr.K.Gurubasavaraj	Two Days National Seminar on Role of Rural Marketing in Economic Development – Women Entrepreneur's Perspective, Organized by Bon Secours College for Women on 20th February 2014.
Dr.K.Gurubasavaraj	Participated in the second state level conference of teachers of commerce and management on 'Challenges for business education in the 21st Century at Davangere.
Dr.K.Gurubasavaraj	Attended the 21st All India Accounting Conference held on 31st January 1998, at department of commerce, Bangalore.
Dr.K.Gurubasavaraj	Attended the 2 days National seminar on Internationalization of Indian Higher education quality

	dimension organized by Bangalore university and CII institution of quality in april 2003
Dr.K.Gurubasavaraj	Participated XXII All Indian Accounting Conference on Accounting Education and Research
Dr.K.Gurubasavaraj	Attended national seminar on Entrepreneurship challenges and opportunities for inclusive growth conducted by St.Francis de sales college, Bangalore.
Dr.K.Gurubasavaraj	Participated in the National seminar on infrastructure development issues and challenges organized by R.C.College of commerce, Bangalore held on 30th March 2007
Dr.K.Gurubasavaraj	Pariticipated in the National seminar on infrastructure development issues and challenges organized by R.C.College of Commerce, Bangalore held on 30th March 2007
Dr.K.Gurubasavaraj	Participated in one day state level seminar conducted on IFRS in India by Don Bosco college of science and Management
Dr.K.Gurubasavaraj	Participated in National seminar conducted by SACRED HEART COLLEGE on 27 and 28th of Feb 2012 on the evolution of quality assurance in higher education and presented a paper on that.

Dr.K.Gurubasavaraj	Participated in national seminar conducted by kristu jayanti college on 12th august 2011 on reforms in accounting and taxation and presented a paper.
Dr.K.Gurubasavaraj	Participated in the one day national seminar conducted by Sri Sai College for women on 19th Jan 2013 on women empowerment in india issues and challenges.
Dr.K.Gurubasavaraj	Participated in the state level seminar conducted by APS College of Commerce on 27 march 2012 on emerging challenges in foreign direct investment.
Dr.K.Gurubasavaraj	Participated in the state level seminar conducted by RBANM'S First Grade College on corporate governance and social responsibility
Dr.K.Gurubasavaraj	Participated and organized a national seminar on 25th October 2013 on the The Dawn of New Companies Act 2013 organized by SFS College in association with BUTCCM
Mrs.P.S.Geetha	One day workshop on Revised Syllabus of III Semester BBM Course of Bangalore university held on 20th July 2013 at Maharani's Arts, Commerce and Management College for Women.

Mr.Karibasavanagowda	Participated in 3 days international seminar on "Kannada, Tamil, Telugu, Jain Literature and Art and culture" held on 27th to 29th October 2010 conducted by Dept of Kannada University Madras.
Mr.Karibasavanagowda	Participated in 3 days of National seminar on "Bhavishyada Suvarna Karnataka" held on 19th 20th and 21st January 2007 organized by department of development studies, Kannada University Hampi.
Mr.Karibasavanagowda	Participated in 2 days UGC sponsored National seminar on 'Parampare Mattu Kavi pratibheya Mukha Mukhi"held on 6th and 7th January 2010 organized by department of Sri Dharmastahla manjunatheshwara college ujjre.
Mr.Karibasavanagowda	Participated in 2 days University seminar on 'Samshodanaa adyayanada Vidhi vidhanagalu" 18th and 19th November 2005 organized by Hampi University.

Mr.Karibasavanagowda	Participated in 2 days state level seminar on 'kailasam ckarne" held on 30 and 31st January 2013 organized by Vijaya College Jayanagara.
Mr.Karibasavanagowda	a) "Bhashantara Karnatakada saamskritika Mukhamuhi"- held on 15th October 2009 organized by department of Translation Studies Hampi Kannada University.
Mr.Karibasavanagowda	b) National seminar on" Kuvepu literature"- held on 30th January 2013organized by department of kannada Reva science and management degree college
Mr.Karibasavanagowda	National seminar on"Navoodaya KAvya –Ondu avalokana" held on 24th August 2013organized by department of Kannada Sindhi College of commerce Bangalore.
Mr.Prakasha	➢ Participated in 10 Days University Seminar on " KaavyaKattuva kale : Kammata " held on 23rd to 31st Oct 1998. Conducted by Dept of Kannada Literature Studies, Kannada University Hampi. ➢ Participated in 1 Day National Seminar on "KuvempuSahitya"held on 30th Jan 2013. Conducted by Dept of Kannada,Reva Science& Management Degree College Yalahanka, Bangalore-64

	➢ Participated in 1 DayNational Seminar on "NavodayaKaavyaonduAvalokana"held on 24th August 2013. Conducted by Dept of Kannada, Sindhi College of Commerce, Hebbala Bangalore-24 ➢ Participated in 1 Day National Seminar on "Women Empowerment in India: Issues and challenges in the 21stCentury"held on 19th Jan 2013. Conducted by Sri Sai College forWomen's. Rajajinagara Bangalore-10 ➢ Participated in 1 Day National Seminar on "The Dawn of New Companies Act 2013:Challernges and Opportunities for Corporate Growth " held on 25th Oct 2013. Conducted by St Francis De Sales College. Hebbagodi Bangalore-100 ➢ Participated in 1 Day State Level Seminar on "PadaviShikshanamattuparikshaapaddati"held on 7th July 2009. Conducted byKaaleju Kannada ADhyapakaraOkkuta. Bangalore University Bangalore-10 ➢ Participated in 1 State Level Seminar on "Challenges for Degree Colleges in Karnataka"held on 26th Sept 2008. At JnanajyothiSabhangana, Central College Campus, Bangalore-10 ➢ Participated in 2 Days State Level Seminar on "BhyrappanavaraSahityadallimoulyaSangharsha"held on 11th January to 12th January 2012. Conducted by Dept of Kannada. Vijaya College , Jayanagara 4th Block, Bangalore-11 ➢ Participated in 2 Days State Level Seminar on "Kailasam C Karne"held on 30th January to 31st January 2012. Conducted by Dept of Kannada. Vijaya College, Jayanagara 4th Block, Bangalore-11 ➢ Participated in as a Special Invitee for KARNATAKA JAANAPADA MATTU YAKSHAGAANA ACADEMY SILVERJUBLEE on26th & 27thFeb 2008. Conducted by Dept of Kannada& Culture. Government of Karnataka Bangalore.

Mrs.Kavitha.K	1. Participated in Faculty Development Workshop conducted by The Oxford College of Science, Bangalore on 8th Jan 2011 & 29th Jan 2011. 2. Participated in one day workshop conducted by Vellore Institute of Technology on "Dealing with Mixed – Ability students and providing Multi – Focal Tasks to the Advanced Level Language learners – A Practicum" on 24th Nov 2010. 3. Participated in a two days Workshop organized by PSG College of Arts & Science, Coimbatore on "Traversing & Fine -Tuning of Research Process" held on 12th & 13th Feb 2009.

Mrs.Gayathri.R	1. Presented a paper on "Aesthetic Sense in Literature" – National seminar, conducted by Jairam Arts & Science college, Salem. 2. Presented a paper on State Level Seminar on "English as a Second Language for the Second Language Learners", conducted by Sacred Heart College, Tirupatur. 3. Presented a Paper on "Indianness in Indian writing in English", State Level Seminar conducted by Vivekanandha College of Arts & Science for women, Tiruchengode. 4. Presented a paper on "Politics of Cultural Identity and Ethnicity as reflected in the works of Post Colonial Writers", State Level Seminar organized by Vivekanandha College of Arts & Science for women, Tiruchengode. 5. Participated in a two days International Seminar on "Delearn to Relearn",

	conducted by Knowledge Exchange, Chennai. 6. Participated in a seminar on "Mentoring System" conducted by Don Bosco College, Dharmapuri. 7. Participated in a seminar on "Enhancing Pedagogical Skills", organized by Sri Saradha College, Salem.

BOOKS PUBLISHED BY FACULTY

Name	Particulars
Mr.Raghvendra.K.S (Co-authored)	'Cost Accounting', M/S Subhas Stores
Mr.Raghavendra.K.S (Co-authored)	'Business Regulations', Thakur Publishers, ISBN: 978-93-83130-16-0
Mr.Raghavendra.K.S and Mrs.Mamatha.K (Editors)	'Companies Act 2013-Challenges and Opportunities for Corporate Growth', Global Publications, ISBN: 97881-967155-1-8
Mr.Karibasavangowda	• Co. Editor for magazine entitled 'ECHOS' for T.John College. • Co. Editor for magazine entitled 'SPANDANA' For ST. Francies De sales College.

PAPERS PRESENTED BY FACULTY

Name	Detials
Mr.Raghavendra.K.S	'Recognition and Reward practices adopted in Present day scenario' in the national seminar held in Sahyadri College, Mangalore.
Mr.Raghavendra.K.S	'Employee retention in knowledge based organisations-Inclusive HR Practices' in the national seminar held at Bon Secours College for Women, Tanjavur.
Mr.Raghavendra.K.S	'Small and Medium Scale enterprises and economic development-an empirical study' in the national seminar held at SFS College, Bangalore.
Mr.Raghavendra.K.S	'A study on employee perception and willingness for consolidation of banks' in the national seminar held at SEA College, Bangalore.
Mr.Raghavendra.K.S	'An evaluation of Entrepreneurial competencies and factors affecting entrepreneurship among students' in the international conference held at Bon Secours College, Tamilnadu.
Mr.Raghavendra.K.S	'A study of scope and operational freedom of small enterprises under companies Act 2013' in the national seminar held at Marian College, Kerala.
Mr.Raghavendra.K.S	'Working of actuaries in Indian Insurance sector-an empirical study' in the international conference held at Research Development association at Jaipur.
Mrs.Smrity Prasad	'An efficient Apprach to Denoise Microscopic Image by using Sharpening Method' in the 6th National Women Science congress conference held at Matry Vedike Swadeshi Vijnana Andolana, Karnataka.
Mrs.Smrity Prasad	'Microscopic Image Enhancement' in the National level seminar on emerging trends in information technology held at sacred heart girls first grade college.
Mrs.Smitha.V	Presented paper on Emerging Trends in IT-eit 2011-Seminar held on 17th Feb 2011 at Christ University, Bangalore.
Mrs.Annie Christila.S	Presented paper on Networking and Security in the National Seminar on the emerging trends in information technology, organized by the department of computer science, SFS College on 21st December 2011

Mrs.Mangayarkarasi.N	'Inclusive Business practices-its role and relevance from social empowerment perspective' in the national level seminar held at Bon Secours College for Women, Thanjavur.
Mr.K.M.Vinay Kumar	'The Future of Transformational Leadership' in the National Conference on Management Practices at Cross Roads:Challenges and Opportunities held at Kongu Engineering College, Erode.
Mr.K.M.Vinay Kumar	'A study on entrepreneurial intentions and motivations of post graduate students in Bangalore with reference to Gender and demographic Factor Analysis' in the international Conference on 'Innovation and Entrepreneurship in a networked world' – ICIE 2012, held at Sakthi Institute of Information and Management studies on 10th and 11th May 2012.

PAPERS/ARTICLES PUBLISHED BY THE FACULTY

Name	Publication Details
Mr.Raghavendra.K.S	'An evaluation of entrepreneurial competencies and factors affecting entrepreneurship among students', ISBN : 978-93-81568-65-1
Mr.Raghavendra.K.S	'Working of actuaries in Indian Insurance Sector-an Empirical Study'
Mrs.Chitra.N.K	'Inclusive banking through M-KCC, RTGS, ECS, and NEFT', online ISSN: 2277-1093, Print ISSN: 2277-1476.
Mrs.Smrity Prasad	'An image sharpening method by suppressing the Noise' in the international journal of computer application, ISSN : 0975-8887
Mrs.Smrity Prasad	'An efficient approach for image filtering by using neighbors pixels' in the international Journal of Advanced Computer science and application, DOI-10.14569, ISSN-2156-5570.
Mrs.Rajashree Pandiyan	'Semiotics: A Literary Genre Universal', on 30th April 2014, ISSN: 0976-8165, in the International Journal in English.

FACUTLY AS RESOURCEPERSONS/CHAIRPERSONS

Name	Detials

Dr.Gurubasavaraj	Chairperson for the Technical Session in the National Seminar on the Topic ' Challenges in Rural Marketing' organized by the Department of Business Administration and PG and Research Department of Commerce held on 20th February, 2014 at Bon Secours College for women, Thanjavur.
Dr.Gurubasavaraj	Moderator for the Technical Session in the National Seminar or the Topic 'Entrepreneurship: Small and Medium Scale Industries opportunities and Challenges' held on 3rd March 2012 at SFS College, Bangalore.
Mr.Raghavendra	Moderator for the Technical Session in the National Seminar or the Topic 'Entrepreneurship: Small and Medium Scale Industries opportunities and Challenges' held on 3rd March 2012 at SFS College, Bangalore.
Mr.Raghavendra	Co-chaired the technical session on Women empowerment and rural marketing in the national seminar held at Bon Secours College, Tanjavur.
Mr.Raghavendra	Resource person for re-orientation on Vth Semester B.Com new syllabus, conducted by Bangalore Univeristy.
Lt.Sampath Kumar	Resource person at Nazareth Primary and High School, Nerlore gate, Bangalore. Occasion: Investiture Ceremony on 9th June 2014.
Mrs.Gayathri.R	**Had been a Chief Guest for the Inauguration of Literary Association at St. Joseph's College for Women, Hosur and addressed on "Importance of Language & Literature"**

Guest Lectures Delivered by the Faculty

Name	Institution	Period/Date	Area

Mr.K.M.Vinay Kumar	Suvidya College of Philosophy and Social Sciences, Bangalore	Since 2011	Micro and Macro economics, International economics, development economics, environmental economics, economic doctrines, Indian economy
Mrs.Kusuma	Suvidya College of Philosophy and Social Sciences, Bangalore	2012-13, 2013-14.	Journalism
Dr.Gurubasavaraj	RJS Institute of Management, Koramangala.		Accounting, Finance and Taxation
Dr.Gurubasavaraj	IFIM College, Electronic City, Bangalore		Accounting, Finance and Taxation
Mr.Ginson George	Suvidya College of Philosophy and Social Sciences, Bangalore	Since 2011	Psychology
Mr.Raghavendra	Sri Sai College for Women, Rajajinagar, Bangalore		Banking and Technology
Mr.Raghavendra	St.Annes College for Women, Millers Road		Research Methodology and Project Preparation for BBM Students

List of Guest Lectures, Expert Lectures, Workshops and Seminars from 2005

Department of Management

Name of the Scholar/Academic Ian	Designation	Occasion	Date
Fr.Shibbu	**Coordinator – FIDES INDIA LTD**	**Rural Exposure Camp**	**27 and 28 october 2005**
Mr.Suresh	**Director – Bommasandra Industrial Association**	**SFSCMA Inauguration**	**2005**

Mr.Dhruv Kumar Sen	**HR Manager – Aurigene Discoveries**	**Inauguration of DESMA**	**2009-10**
Prof.N.S.Ramaswamy	**Founder Director - IIMB**	**Guest Lecture**	**2009-10**
Rev.Muthu – LLB			**2009 -10**
Mr.Senthil Kumar	**Project Dirctor - Infosys**	**Guest Lecture – E business and m-business**	**2009-10**
Miss Rohini Ranjan	**Aurigene Discoveries**	**Guest Lecture - Management and Leadership**	**2009-10**
Mr.Jins Joseph	**Symboisis**	**Guest Lecture – Budget 2010**	**2009-10**
Mr.John Philip	**Nine Dots**	**Workshop for Ist and 2nd year students.**	**2009-10**
Mr.George Jacob	**HSBC**	**Guest Lecture**	**2009-10**
Mr.Subrat Kumar Kanungo	**IBM**	**Inauguration**	**2010-11**
Mr.Yakoob Id	**Vice President of Tata BP Solar**	**Guest Lecture on corporate social responsibility**	**23-10-2010**
Prof.R.Venkatapathy	**Director, Bharathiya Scholl of Management and Entrepreneurial Development, Bharathiyar Univerisity, Coimbatore.**	**Key note address – National seminar on Entrepreneurship Challenges and Opportunities for inclusive growth.**	**16-03-2011**
Dr.J.Alexander IAS	**Former Chief Secretary, Govt. of Karnataka.**	**Moderator**	**16-03-2011**
Dr.M.G.Krishnan	**Former Registrar, Bangalore Univeristy.**	**Moderator**	**16-03-2011**
Mr.Rakesh Sud	**Acharya College of Management and Science,Bangalore**	**Inauguration**	**15-07-2011**
Mr.S.Manoharan	**IFIM B School**	**Inauguration**	**15-07-2011**

Mr.Rajesh,	**HOD, PESSE College**	**Inauguration**	**15-07-2011**
Mr.CNB.Rajesh	**PESSE College**	**Faculty Development Programme on Guiding the Project Thesis.**	
Sri.Dayananda Reddy MLC	**President, Bommasandra Industries Association**	**National Seminar on Entrepreneurship: Micro small and medium scale industries opportunities and challenges**	**03-03-2012**
Mr.K.K.Namboodiri	**Group Chariman and CEO , KRISTAL Group**	**National Seminar on Entrepreneurship: Micro small and medium scale industries opportunities and challenges**	**03-03-2012**
Proj.Mathew.J.Manimala	**IIM, Bangalore**	**National Seminar on Entrepreneurship: Micro small and medium scale industries opportunities and challenges**	**03-03-2012**
Mr.Rafiullah Baig	**Founder President, Handwriting Institute India**	**National Seminar on Entrepreneurship: Micro small and medium scale industries opportunities and challenges**	**03-03-2012**
Prof.Rajdeep Manwani	**Dean, department of commerce and management, Jain University**	**National Seminar on Entrepreneurship: Micro small and medium scale industries opportunities and challenges**	**03-03-2012**
Prof.Bhagvan Srinivas Krishnaswamin	**GM, Talent Transformation , Wipro Technologies**	**National Seminar on Entrepreneurship: Micro small and medium scale industries opportunities and challenges**	**03-03-2012**
Mr.Soundara Kumar	**Founder and CEO , Zion Technologies**	**National Seminar on Entrepreneurship: Micro small and medium scale industries opportunities and challenges**	**03-03-2012**
Mr.John Cherian	**Former Associate Manager, People Function: MindTree Limited**	**National Seminar on Entrepreneurship: Micro small and medium scale industries opportunities and challenges**	**03-03-2012**
Mr.P.V.Kurian	**MD, Joy Industries**	**National Seminar on Entrepreneurship: Micro small and medium scale**	**03-03-2012**

		industries opportunities and challenges	
Fr.Jijo,	**Parish Priest, MSFS**	**Inauguration**	**11-03-2012**
Mr.Duggal	**Dean, Christ University Institute of Management**	**Inauguration**	**12-08-2013**
Mr.		**TIME career orientation programme**	
Dr.Harold Patrick	**Head Christ Institute of Management**	**Faculty Enhancement Programme**	**21-06-2014**
Dr.Kambam Vedantham	**Associate Prof. Christ Institute of Management.**	**Faculty Enhacement programme**	**21-06-2014**
Mr.Srinivas	**VISTA MIND**	**Career Oreintation**	
Mr.Arpan Ghosh	**VISTA MIND**	**Career Orientation**	
Mr.K.Udhaya Vendhan	**VISTA MIND**	**Career orientation**	
Dr.Mahesh Kumar	**Principal, KLE Society's Degree College.**	**Inauguration of Assocaitions**	**24-07-2014**
Mr.Ganapathi Subramanyam	**Swastik Masala – Head of Production**	**Work shop of Food Industry**	**19-07-2014**

Department of Commerce

Name of the Scholar/Academician	Designation	Occasion	Date
Dr. Purushothama M K	**Professor, Vivekananda Degree college, Bangalore &Research Guide BUB, President BUTCCM**	**Inauguration of ACME**	
Dr.Rajdeep Manwani	**Professor, Jain University, Bangalore**	**Inauguration of ACME**	**23/08/2011**

Dr.Muthu Mani	**Principal & Head, Dept of Commerce, Dr.MGR college, Hosur**	**Inauguration of ACME**	**09/08/2009**
Dr.N D Suresh	**Head, Dept of Commerce, GFGC,RT Nagar, Bangalore**	**Inauguration of ACME**	**12/07/2012**
Mr.Sharma and Mrs.Vani Sharma	**Chairman, Topovan School, Bangalore**	**Inauguration of ACME Aspirants Party-13**	**30/08/2013**
Prof.Venkatesh Babu	**Principal, Vivekananda Rural Degree College, Bangalore**	**Intra Department Fest-2011 Valedictory**	**27/08/2011**
Mr. Ryner H Ephraim	**Manager, South Indian Bank Ltd. Electronic City, Bangalore**	**COM VISION Valedictory**	**20/03/2013**
Mr. Ryner H Ephraim	**Manager, South Indian Bank Ltd. Electronic City, Bangalore**	**Special Lecture On Banking Practices and Innovation**	**04/10/2013**
Dr.B.G. Bhaskara	**Professor, PG Studies in Commerce, Vivekananda Degree College, Former President BUTCCM**	**COM VISION Inauguration**	**20/03/2013**
Mr.Karthikeya Koti	**Registered Member of SEBI Education and Training, Bangalore**	**Special Lecture on SEBI and Stock Market**	**04/09/2012**
Miss. Anvi	**Trainer, Vista Mind Pvt. Ltd, Bangalore**	**Special lecture On Career opportunities for Commerce Graduates**	**26/02/2014**
Dr.Eresi	**Professor, Dept of Commerce BUB**	**National Seminal Speaker**	**16/03/2011**
Dr.Ramachandra Gowda	**Professor, Dept of Commerce BUB President, ICA**	**National Seminar Speaker**	**25/10/2013**
Dr. K Nirmala	**Co ordinator, Dept of Commerce, BUB**	**National Conference Speaker**	**25/10/2013**
Dr.Ajay K Singh	**Professor,Delhi School of Economics,Delhi**	**Key Note Speaker, National Conference**	**25/10/2013**

Dr.Balwinder Singh	**Secretary, ICA Professor, Guru Nanak Dev University, Amritsir**	**National Seminar Special address**	**25/10/2013**
Dr.Padma Srinivasan	**Professor, Christ University**	**National seminar Panel Speaker**	**25/10/2013**
Dr.Rajdeep Manwani	**Professor, Jain University, Bangalore**	**National Seminar Panel Speaker**	**25/10/2013**
Dr.Ramesh	**Dean, Mount Carmel College, Bangalore**	**National seminar Session Speaker**	**25/10/2013**
CA Gururajacharya	**Chartered Accountant, Acharya & Co, Bangalore**	**National Seminar Session Speaker**	**25/10/2013**
CS Thyagarajan	**Company Secretary Bangalore**	**National Seminal Speaker**	**25/10/2013**
CS Kannan	**Former Chairman, ICSI, Bangalore Chapter**	**National Seminar Panel Speaker**	**25/10/2013**
CS Srikant Mohan	**Director, Mohan Institute, Bangalore**	**National Seminar Speaker**	**25/10/2013**
Prof.Mathew J Manimala	**Professor, OB, IIMB**	**Key Note Address, National Seminar**	**03/03/2012**
Dr.Preethi Dsouza	**Professor, Mangalore University**	**National Seminar, Session Speaker**	**16/03/2011**
Dr. Alexander	**IAS, Former Chief Secretary, Govt of Karnataka**	**Special Invitee and chairperson of Technical Session, National Seminar**	**16/03/2011**
Dr.M.G Krishnan	**Registrar, BUB**	**Special Invitee and chairperson of Technical Session, National Seminar**	**16/03/2011**
Mr.Dayanand Reddy	**MLC, Govt of Karnataka, President BIA**	**Special Invitee and chairperson of Technical Session, National Seminar**	**03/03/2012**
Mr.Manjunath	**President, Karnataka Rakshana Vedike, Anekal, Bangalore**	**COM VISION, Valedictory program**	**20/03/2013**
Dr.M K Purushothama		**National Seminar, Chairman Technical Session**	**03/03/2012**

Mr. CA Shankaj Prawal	**Charterered Accountant and Qualified Information System Auditor**	**COM VISION 2012 Valedictory**	**20/01/2012**

Department of Humanities

Name of the Scholar/Academician	Designation	Occasion	Date
Mr. Jgannath Mangalamoorthy	Progam execute of Asianet Communication Lyd.	Introduction of New batch (Journalism)	1st September 2008
Mr. baba Prasad	Deputy Editor, The Hindu	Guest lecture on "The new Journalism	2008-09
Mrs. Bhavana Mehra	Ast. Manager, Infosys, Bangalore Devision	Guest lecture on 'Corporate communication'	2008-09
Mrs. Swarnalatha Iyer	HOD, Dept. of psychology, Christ College	Guest lecture on Psychology	2008-09
Rev. Fr. Nelson		Chaucer's Academy Inauguration	2009-10
Rev. Fr. Martin	Rector, Sola Study house	Inauguration of Halcyon Acade3my (psychology)	2009-10
Mrs. Kavyashree	Lecturer, SDM College, Mangalore	Two day Workshops on 'Attitude Change'	October 2009
Rev. Dr. Emmanual Uppanthadathil	Dean, Suvidya College	Chaucers Academy Inauguration	2010-11
Prof. A. S. Chandramouli	Principal, Surana College	Guest Lecture on ' Importance of English language in todayt's fast Changing Worls	2010-11
Mr. M. Pradeep Nair	Deputy News Editor, Times Of India	Inauguration of association	09th august 2010
Rev Dr. Thomas CMI	Professor, Dept of Psychology, Christ Univedrsity	One day seminar on Life skills	2010
Ammu Joseph	Independent Journalist and Author, Bangalore	National seminar on ' Role of Women in Media	25th February 2011

Dr. Palani Arangasami	Professor of English, Director of Centre for Periyar thought, Periyar Maniammai University, Thanjavur	National seminar on ' Role of Women in Media	25th February 2011
Laxmi Murthy	Consulting Editor, Himal Southasian, Bangalore	National seminar on ' Role of Women in Media	25th February 2011
C. G. Manjula	Ast. Editor, Prajavani, Bangalore	National seminar on ' Role of Women in Media	25th February 2011
Dr. Padmaja Shaw	Professor, Hydrabad	National seminar on ' Role of Women in Media	25th February 2011
Mrs.Gita Aravamudan	Independent Journalist and Author, Bangalore	National seminar on ' Role of Women in Media	25th February 2011
Mrs.Parvathi Menon	Bureau Chief, The Hindu, Bangalore	National seminar on ' Role of Women in Media	25th February 2011
Bhagyalakshmi	Abhaya Mahila Vedike, Bangalore	National seminar on ' Role of Women in Media	25th February 2011
Padmalatha	Co-Editor, Citizen matters, Bangalore	National seminar on ' Role of Women in Media	25th February 2011
Dr. J Alexander IAS,	Former Chief Secretary and Cabinet minister, Govt. of Karnataka	National seminar on ' Role of Women in Media	25th February 2011
Susheel Shandilya	Landmark Education		2011-12
Prof. Rajaram	HOD, English, St. Joseph's College of Commerce abd Arts	Guest Lecture on Indian Literature	23rd July 2011
Prof . Victor	Principal, NIITE College	Inauguration of Chaucer's Academy	2011-12
Miss. Shipla Somanathan	Dance Therapist	Guest Lecture on 'Goal Setting and How to face Interview'	20th September 2011
Hrithik bhahde	Journalist, Deccan Herald	Guest Lecture on Visual and cyber media	2011-12
Shreyas Nag	Journalist, Deccan Herald	Guest Lecture on Visual and cyber media	2011-12

Kalpana Sharma	Former Bureau Chief, The Hindu, Mumbai		2011-12
Prof. Ragupathi Bhat	Director, Canara College, Bangalore	Inauguration of Kannada Academy	20th July 2011
Prof. Vasanth Kumar	HOD, Department of Kannada, Jain University	Inauguration of Kannada Academy	20th July 2011
Kodi Vasahalli Ramanna	Editor, Bahujana Kannadigara Patrike	Valedictory, kannada academy	28th January 2012
Dr. veeresh bellary	President, Akhila Karnataka Janapatha kalavidhara Okkuta	Valedictory, kannada academy	28th January 2012
Mr. Narendra	Former Public Information Officer, Govt. of India	National Seminar on 'Current trends in Advertising; targeting Adolescence- A psychological perspective	15th March 2013
Mr. M. B. jayaram	Chairman Ereritus and Chief mentor, PRCI.	National Seminar on 'Current trends in Advertising; targeting Adolescence- A psychological perspective	15th March 2013
Dr.H.S.Eswara	Formariliy professor, chairperson and Dean, Faculty of Communication, Bangalore University	National Seminar on 'Current trends in Advertising; targeting Adolescence- A psychological perspective	15th March 2013
Mr.R.T.Kumar	President, PRCI NE and CEO, Oysters Advertising Pvt Ltd.	National Seminar on 'Current trends in Advertising; targeting Adolescence- A psychological perspective	15th March 2013
Mr.N.Ravishankar	CEO, AIM HIGH	National Seminar on 'Current trends in Advertising; targeting Adolescence- A psychological perspective	15th March 2013
Dr.Vani M.N	HOD, Department of Journalism, NMKRV College, Bangalore	National Seminar on 'Current trends in Advertising; targeting Adolescence- A psychological perspective	15th March 2013
Dr.Radhika Bapat	HOD, Department of Behavioural Science, Sahayadri Hospitals, Pune	National Seminar on 'Current trends in Advertising; targeting	15th March 2013

		Adolescence- A psychological perspective	
Dr.Gireesh .K	Clinical Psycologist and Consultant, Dept. of health service, Govt. of Kerala	National Seminar on 'Current trends in Advertising; targeting Adolescence- A psychological perspective	15th March 2013
Dr.Tissy Mariam Thomas	Asst. Professor, Dept of Psycology, Christ Universty	National Seminar on 'Current trends in Advertising; targeting Adolescence- A psychological perspective	15th March 2013
Mr.B.Adarsh	Artis India Can-NDTV Education pvt ltd, Bangalore	National Seminar on 'Current trends in Advertising; targeting Adolescence- A psychological perspective	15th March 2013
Mrs.Shobha Managoli	Consultant, Clinical psychologist, Bangalore	National Seminar on 'Current trends in Advertising; targeting Adolescence- A psychological perspective	15th March 2013
Dr.Jini K.Gopinath	Asst.Professor, Department of psychology, Christ University	Association Inauguration and workshop on Hypnosis	11-07-2012
Rev.Dr.George Panthanmackal	Rector and Professor, Suvidya College, Bangalore	Inauguration of Chaucer's Academy	02-07-2012
Fr.Subin	Vice Principal, SFS ICSE School	Chaucer's Fest – 2013	09-03-2013
Rev.Fr.Cyril George	Counselor and Professor , Suvidya College	Association Inauguration	8-08-2013
Mr.John Lyall	Director, Edu-Origins, NGO	Guest Lecture on 'Where did we come from? And how was the earth formed?'	28-01-2014
Mr.Phaneendar.BN	Forensic Documents and Handwriting expert and Director C4E	Guest lecture on Signature and Importance of Singature	18-03-2014
Dr.Susan Thomas	Senior resident and lecturer, Division of Mental Health and Neuro Science, St.John's Research Institute, Bangalore	Guest Lecture on Neuro Psycology	08-02-2014

Details of Guests in common forums

Name	Occasion	Date
Dr.Suresh, Director, CIT, Tumkur	RAZZMATAZZ Inauguration	20-03-2009
Mr.Sabu Varkey, Olympian	RIM REAPERS inauguration	05-10-2008
Prof.MG.Krishnan, Regristrar of Bangalore University	Graduation day cum annual day	10-04-2010
Shri Bhardwaj, Governor of Karnataka	Inauguration of Academic Block	10-02-2010
Sub Inspector of Hebbagodi Police station	Athenia Inauguration	2009-10
Mr.Dilip, Olympian	Inauguration of RIM REAPERS	10-10-2010
Hon'ble Juctice N.Santhosh Hegde, Lokayukta, Govt of Karnataka	College day	26-03-2011
Very Rev.Msgr.C.Francis, Vicar General, Archdiocese of Bangalore	College day	26-03-2011
Prof.ZEB, Visiting faculty from IIM Ahmedabad	Faculty Enhancement Programme	2010-11
Mrs Poornima Ashok, Tele-artiste from Doordarshan	Valedictory of Prathibha 2011	2010-11
Mr.Vinod, cine actor from kannada and tamil film industry	RAZZMATAZZ Inauguration	04-03-2011
Mr.Alphons Joseph, Playback singer	Valedictory of RAZZMATAZZ	05-03-2011
Shri Prakash, Arjuna Awardee	Igneous Inauguration 2010	11-10-2010
Mr.Bhaskar,former athletics coach of india	Igneous Inauguration 2010	11-10-2010
Mr.Mathew C.Cherian, former Indian athlete	Athenia Inauguration	23-01-2011
Mr.H.N.Krishnamurthy, represented Indian in international kabadi tournament.	Athenia Valedictory	25-01-2011
Rev.Fr.Micky Delgado, Spiritual director of SUVIDYA COLLEGE	Inauguration of DCA	25-10-2010
Dr.C.Swaminathan, vice chancellor, bharathiar university, Coimbatore	Graduation day 10-11	2010-11

Dr.B.C.Mylarappa, Registrar, Bangalore University	College Day 2011-12	11-02-2012
Mr.Chethan, Veteran Playback singer from the kannada film industry	Prathibha 2011-12	18-08-2011
Mrs.Apoorva, Versatile playback singer from the kannada film industry	Razzmatazz Valedictory	03-03-2012
Shri.Jyoti Prakash Mirji, Police Commissioner, Bangalore	Igneours 2012 inauguration	10-12-2012
Mr.H.Chandrashekar	Athenia 2012	2011-12
Ms.Pramila Ayaappa, Olympian	Athenia 2012 Valedictory	2011-12
Mr.Dilip Kuduvalli, National Softball Player	Inter College softball tournament	05-09-2011
Prof.Vinod Kumar, Chemistry department of Christ Univeristy	Faculty Enhancement programme	17&18th June 2011
Dr.Shamita Malnad, kannada play back singer	Prathibha and investiture 2012-13	2012-13
Mrs.Iswari, Cine-tele actress	Prathibha valedictory	2012-13
Capt.Bopaiah K.M	Athenia Inauguration 2012-13	2012-13
Dr.K.C.Dappar,Former Vice Chancellor of Bangalore University.	Graduation and College Day	14-04-2013

2.3.7 Detail (process and the number of students \benefitted) on the academic, personal and psycho-social support and guidance services (professional counseling/mentoring/academic advise) provided to students?

The College has full time regular professional counsellor who provides academic and personal counselling to the students. The teacher in –charge carefully monitors the regularity of attendance, participation in seminars and other activities and also the performance of the students in internal tests/semester examinations. Accordingly the students are advised to improve by way of help and remedial /corrective action.

STUDENTS BENEFITED FROM COUNSELLING

Academic Year	No of students benefited
2012-13	152
2013-14	61
2014-15	38*

*as on 24-07-2014

2.3.8 Provide details of innovative teaching approaches/methods adopted by the faculty during the last four years? What are the efforts made by the institution to encourage the faulty to adopt new and innovative approaches and the impact of such innovative practices on student learning?

From time to time the college faculty adopts approaches/methods such as seminars, conferences and special lectures. The faculty members are encouraged to participate in National/International level seminars. They are provided financial assistance for this purpose. The faculty members who attend such seminars/ conferences share their experience with students and faculty with latest information and talent developments.

The faculty members also use audio-visual techniques, project work, seminars, students interaction, group discussions to contribute to the richness of the student's learning experience.

Following are some of the innovative techniques adopted by the faculty members :

- Class room discussion initiated by the faculty.
- Presentation by a panel of students.
- Debate on current issues by the students.
- Text assignments and Notice board competitions.
- Assignment on models.
- Class and department projects.
- Use of dramatization, skits and role-plays.
- Use of diagrams, tables, graphs in teaching.
- Construction of exhibits and displays by students
- Case studies.
- Workshops and seminars.
- Use of lab resources.
- Industrial visits for practical knowledge etc.

Following table shows the details of the Industrial Visits organized by the College to expand the practical knowledge of the students:

DETAILS OF INDUSTRIAL VISTITS

Department	Industry/institution	Year
Department of B.Com and BBM	Sancera, Bommasandra	2005-06
Department of Management – BBM	MRO TEK –BBM Ist Year Bangalore Dairy – BBM 2nd Year	2009-10

Department of Management –BBM	BEML, Mysore	2011-12
Department of Computer Science	Infosys Technologies Ltd, Bangalore	2011-12
Department of Management	Bill Forge, Bommasandra	2012-13
Department of Computer Science	Vivesvaraya Industrial and Technological Museum, Bangalore	2012-13
Department of Humanities – Journalism	All India Radio and Doordarshan	2013-14
Department of Humanities – Psycology	AIDS – NGO	2013-14
Department of Management-BBM	Deccan Herald, Bangalore	02-08-2014

2.3.9 How are library resources used to augment the teaching-learning process?

- Library at St.Francis de Sales College is the hub of information and it is the treasure of knowledge. It is the source information and knowledge. It is the nucleus of academic pursuits. The library has as many as 8700 books, 30 national and international journals, special collections of CD's, a number of e-journals, e-books etc. The reference section has a collection of reference books, encyclopaedias, dictionaries, Projects, scientific journals and management journals. The open access system in the library is user friendly. The library services are computerized.

- The College has a Library advisory committee formed by the Principal of the College, comprising of HODs and senior members of the various faculties. The said committee recommends various suggestions regarding the development of the library, such as selection of books, journals, physical infrastructure and the distribution of books etc., to make library accessible to the students and faculties as well.

- Library orientation programme is conducted in the beginning of the academic year for all first year students in the bridge course programme.

- Library organizes Book Exhibition once in a year.

- Library also has introduced Best library user award for the students to encourage reading and learning habits in the students.

- Assignments are given on the subjects which encourage students to use the library.

- Every class is assigned with one hour library period to inculcate reading habits among the students.

- College has also established New Digital library to encourage the technology based learning among the students and faculty as well.

Library Details :

Particulars	Details
Total number of Books	8700*
Total number of Journals and Magazines	30
Total number of newspapers	14
CD's and DVD's	Journal/Magazine CD's – 109 Other CD's – 186
Computers with internet	4
Digital Library – Number of Computers	34*

*as on 25-07-2014

2.3.10 Does the institution face any challenges in completing the curriculum within the planned time frame and calendar? If 'yes', elaborate on the challenges encountered and the institutional approaches to overcome these.

No. The institution has never faced serious challenges in completing the curriculum. All the faculty members ensure that, the syllabus is completed within the planned time frame and calendar, for which the institution takes the following steps:

- Every faculty member has to prepare the course plan as per the University Curriculum, which is checked and approved by the Principal.
- Every faculty member has to maintain the Academic journal, which is updated on a daily basis as per the schedule planned in the course plan.

- Alternative arrangements are made, where a faculty member is not able to handle any particular class.
- Alternative arrangement of part-time faculty is also made, where an existing faculty member unexpectedly leaves the institution.
- Sometimes because of bandhs/strikes declared by political parties, institution faces challenges in completing the curriculum but the college through extra classes tries to overcome these challenges.

2.3.11 How does the institute monitor and evaluate the quality of teaching learning?

- The College through internal examinations (First Internal Examination, Model Examination, Class tests), feedback from students and teachers and SCR (Semester Consolidated Reports) report monitors and evaluates the quality of teaching learning.
- The Mentoring System in the College continuously monitors the effectiveness of the teaching learning process.
- Meeting are held at departmental level on various academic issues like university results, Continuous Internal Assessment effectiveness, attendance etc.
- College conducts monthly staff meetings to ensure the effective implementation of the teaching learning process for academic excellence.
- To ensure the effective deployment of innovative teaching learning practices, faculty appraisal in conducted by the College at the end of every academic year.
- IQAC also continuously monitors the teaching learning practices adopted in the College through department and faculty meetings.

2.4 Teacher Quality

2.4.1 Provide the following details and elaborate on the strategies adopted by the college in planning and management (recruitment and retention) of its human resource (qualified and competent teachers) to meet the changing requirements of the curriculum.

The College has the policy of recruiting competent and experienced faculty. The college finds new and able teachers by way of references from other teachers and experts in the area. The college also advertises in the local newspapers and even National Newspapers in order to reach the best teachers available in the other states of Country.

The Process of Recruitment and selection of faculty at SFS College is as follows:

- Human Resource department is intimated of the faculty requirement.

- The college finds new and able teachers by way of references from other teachers and experts in the area.
- If necessary, advertisement regarding the vacancy is made in leading news papers.
- Upon the receipt of the CVs, the candidates are called for interview, which includes following steps:
  - Demo Class conducted by the HOD and the subject experts.
  - Performance is analysed through a structured format.
- Bases on the evaluation report of the Demo class, final interview is done by the Principal.
- Upon the confirmation made by the interview panel, the faculty is asked to report to the duty. Further Human Resource department organizes induction programme along with the issue of appointment letter.

Table 2.15 Faculty Grades and Qualifications

Highest Qualif.	Associate Professor		Asst. Professor		Total
	Male	Female	Male	Female	
Permanent					
P.Hd					
M.Phil					
PG					
Temperory					
P.Hd					
M.Phil					
PG					
Part Time					
P.Hd					
M.Phil					
PG					

2.4.2 How does the institution cope with the growing demand/ scarcity of qualified senior faculty to teach new programmes/ modern areas (emerging areas) of study being introduced (Biotechnology, IT, Bioinformatics etc.)? Provide details on the efforts made by the institution in this direction and the outcome during the last three years.

As far as IT is concerned, we have taken extensive efforts to recruit the best quality teachers. The institution conducts seminars related to IT and its related trades at regular intervals to upgrade the technological skill of our teachers. To attract the new

faculty and to retain the existing teachers the college provides requisite facilities like department seminars, frequent national seminars, digital library, internet etc.

Examples:

- Some of our Computer Science faculty members have undergone two-week ISTE workshop on computer programming conducted by IIT Bombay under the National Mission on Education through ICT (MHRD, Government of India) from 16th to 21st June, 2014.
- Department of computer science is equipped with experienced faculty, who are trained on Dot and SQL server subjects.

The courses of Biotechnology and Bioinformatics are not offered by the college.

2.4.3 Providing details on staff development programmes during the last four years elaborate on the strategies adopted by the institution in enhancing the teacher quality.

Staff development programs and activities in enhance teaching and learning have been a feature of the academic culture of St. Francis de Sales from the date of its inception. During the past there have significant changes in the teaching environment of the College. Pedagogical understandings have developed leading to more varied teaching methods, technology has provided unprecedented opportunities of access and enrichment, academic staff have engaged in dialogue and reflections on their teaching and ethnic and cultural diversity has demanded new understandings and skills of academic faculty.

Table showing details on Staff development Programmes for Last 4 years:

Year	Staff Enhancement Program
2010-11	St.Francis de Sales college organized an inventory appraisal program for the entire teaching faculty by Prof. Zeb, the visiting faculty, IIM Ahmedabad from July 1 to 3.
2011-12	A 2 day training programme was organized by the College for the faculty on 17th and 18th June 2011. The orientation programme was designed to further sensitize the teachers about innovative ways of imparting quality education. Prof.Vinod Kumar, from the Chemistry Department of Christ University, was the resource person.
2012-13	1 day training programme was organized by the college in the month of June 2012. Prof.Aloysius Edward J, Kristu Jayanti College, Bangalore, was the resource person. The orientation programme was designed to sensitize the teachers about the quality standards expected from them both curricular and co-curricular. Further focus was give on the steps to be taken by the institution for the NAAC accreditation.
2013-14	The faculty development programme was conducted by LAND MARK forum. The main objective of this FDP was to equip the faculty members with skills and knowledge that are essential for inculcating entrepreneurial values in students and guiding and monitoring their academic progress.
2013-14	1 day faculty development programme was organized by the college on 7th of September 2013. Mrs.Joyoseelan, College counsellor was the resource person. The orientation programme focused on the topics like empowerment of teachers and holistic health, professionalism i.e how to upgrade with counter education and

	adopting current techniques and skills, educate the students both academically and personal development, communication skills and team building in both staff and students.
2014-15	A faculty enhancement programme was conducted on the 21st of june for the overall development of the faculty members. The programme was conducted by Prof.Harold Andrew Patrick and Prof.Kambam Vedantam from Christ Unviersity. The orientation program was aimed at developing understanding self behaviours and other behaviours for increased effectiveness, team work, importance of mentoring-practice-skills of mentoring at basic level.

National seminars and Department seminars organised in last 4 years

Year	National/Department Seminar
2010-11	The Department of Communication and Journalism organized a national seminar on the Role of Women in Media on 25th February with the objective of providing a forum for a greater interaction on the role of women in media.
2010-11	Department of Commerce and Management organised a one day national seminar on Entrepreneurship: challenges and opportunities for inclusive growth. Scholarly lectures were presented on various topics such as entrepreneurship and economic development, social entrepreneurship etc.
2011-12	Department of Computer science organized a one day national seminar on Emerging trends in Information Technology on 21st December 2011. The seminar mainly focused on emerging trends in networks and communication and data mining.
2011-12	Department of Commerce and Management organized a one day national seminar on Entrepreneurship: Micro and small scale industries-opportunities and challenges on 3rd march 2012.
2012-13	Departments of Psychology and journalism organized a one day national seminar on Current trends in advertising: targeting adolescence a psychological perspective.
2013-14	Department of Commerce and Management organized a one day national seminar on The Dawn of the New Companies Act 2013: Challenges and Opportunities for corporate growth on 25th October 2013.
2013-14	Department of Humanities organized a half day department seminar on Social Media, Making and Breaking New, Sources of Stress and Coping strategies on 22nd March 2014.
2012-13	Department of Management organized a half day department seminar on Business Ethics: Opportunities and Challenges on 1st April 2013.
2013-14	Department of Computer Science organized a half day department seminar on Green Computing on
2014-15	Department of Commerce organized a half day department seminar on

Nomination to Staff Enhancement Programmes

Question 2.3.6 provides the details of the staff development programmes the college has organised and the faculty members have attended.

Faculty Training programmes organized by the institution to empower and enable the use of various tools and technology for improved teaching-learning

- Teaching learning methods/approaches

- The College has sufficiently available technology support and maintenance, as well as appropriate software to motivate teachers to prepare computer aided teaching/Learning materials. The College also supports all teaching learning efforts through sufficient infrastructural support. The College has licensed soft wares to enable the faculty and the students to prepare computer aided teaching learning materials.

❖ Handling new curriculum

- The College nominates the faculty members to participate in the seminars/workshops/conferences organized by the University regarding the curriculum changes/revision/inclusions. At the College level HODs then call for department meeting to clarify the new syllabus and formulate strategies to strengthen them in handling the new curriculum.

❖ Assessment

- The College has introduced 360 performance appraisal system for faculty i.e self, colleagues, student and management appraisal to assess the quality and effectiveness of faculty. The College conducts meeting both at college and department level to monitor the effectiveness of teaching learning process, in which the suggestions and recommendations made by faculty members are also considered.

❖ Cross cutting issues

- Women's Cell conducts various programme on the issues of gender inequality and empowerment issues and other related issues.
- Guest Lectures and seminars are organized by the Women's cell to address the issue of Gender, environment and human rights.
- The College also organizes Ethnic Day to bring in unity in diversity every year.
- Nature's club in the college aims to bring awareness among the college community regarding the environmental issues like deforestation, pollution, pollution etc.
- Club organizes guest lectures, and also organizes parisarotsava in coordination with the department of Humanities every. Parisarotsava is a one day event organized to create awareness regarding environment protection. PowerPoint presentations are screened highlighting different problems of the environment; the programme also suggests various means and ways to safeguard and preserve the environment.
- Environment Studies is made a compulsory course by the University for All Courses.
- University has made Indian Constitution subject compulsory for all the courses.

- NSS and NCC wings of the college also organize various rallies, seminars on the issues related to the Human rights.
- The Anti ragging cell, Grievance redressal cell, disciplinary committee at department levels are always on their toes to bring the awareness among the students regarding issues related to human rights.

❖ Audio Visual Aids/multimedia

Lectures are taken using audio visual aids in classrooms. Faculty members are provided with computers with internet connectivity to prepare classes and to engage in research.

❖ Open Educational Resources (OER's)

- College provides the facility of Open educational resources which includes full courses, course materials, modules, textbooks, streaming videos, tests, software; previous years question papers and any other tools, materials, or techniques used to support access to knowledge for faculty members. Teachers are requested to develop and share their notes and teaching material with other teachers through hard copies and the same is also updated on the college website for the use of other teachers.

❖ Teaching learning material development, selection and use

The College has well established library, digital library stacked with sufficient number of books, e-books and other learning resources. The faculty is also given access to internet which helps them in academic preparation and research activities. College also organizes national seminar, conferences, workshops and orientation programs for effective learning process.

2.4.4 What policies/systems are in place to recharge teachers? (eg: providing research grants, study leave, support for research and academic publications teaching experience in other national institutions and specialized programmes industrial engagement etc.)

The institution extends complete support for the professional development of the faculty. College takes following initiatives to encourage professional development of the faculty:

- The faculties are encouraged to pursue their M. Phil. and Ph. D or any other research oriented courses.
- The institution nominates its faculty members to participate in the seminars, conferences, workshops and other orientation programs organized by other institutes, universities and research organizations.

- The institution also conducts number of seminars, workshops and special lectures for the benefit of its faculties and students.
- The Institute grants OOD facility to the faculty members according to the nature of work.
- College provides the support for research and academic publication.

2.4.5 Give the number of faculty, who received awards / recognition at the state, national and international level for excellence in teaching during the last four years. Enunciate how the institutional culture and environment contributed to such performance/achievement of the faculty.

The study centric environment and conducive atmosphere of the college encourages faculty members to prove their performance. Although no faculty member has received any award so far, the management encourages and supports their creative initiatives and their achievements are recognized and appreciated. The college provides necessary infrastructure and other required support to encourage teachers to excel in their teaching.

2.4.6 Has the institution introduced evaluation of teachers by the students and external Peers? If yes, how is the evaluation used for improving the quality of the teaching-learning process?

- Yes, the College has established very system process of teachers evaluation for the improving the quality of the teaching-learning process.
- The evaluation process is initiated by the Human Resource department at the end of the academic year. The evaluation process is technically named as '360 degree Performance Appraisal'. The evaluation is conducted at four level i.e. appraisal by Students, appraisal by Colleagues, appraisal by HOD and appraisal by the Management i.e. Principal. The evaluation is done through a structured questionnaire, which contains objective as well descriptive questions and the faculties are graded based on the points they earn in the evaluation process, which is as follows:

Criteria	Maximum Points
Students	30
Colleagues	20
HOD/Self	20
Management-Principal	30
Total Score	100

2.5 Evaluation Process and Reforms

2.5.1 How does the institution ensure that the stakeholders of the institution especially students and faculty are aware of the evaluation processes?

College and Class room level

The results of the CIA Exams i.e. first internal and model examinations are intimated to the students while clarifying the student queries in the class. The parents are also informed about their wards performance during the Parents Teachers Meeting. The students who have not fared well in the tests are assisted to cope with the rest of the class through remedial classes, special assignment, mentoring, peer teaching and other methods. A Question Bank is maintained in the library for the students to refer. Our expert faculty members also conduct classes on attending the university exams before the semester examinations. As per the University norms w.e.f the academic year 2014-15, SFS College has evolved its own mechanism for the internal assessment and grades. Thirty percent of marks for the internal assessment is from the internal examinations, class tests, assignments, Presentations, class attendance.

The following table details the Internal Assessment Marks, Grades and interpretations.

Grade Assessing			Attendance Grade Assessment	
Marks	**Grade**	**Faculty Remarks**	**Slabs**	**Marks**
10	**A**	**Outstanding**	**80 & above**	**5**
8-9	**B**	**Very Good**	**70-80**	**4**
6-7	**C**	**Good**	**60-70**	**3**
4-5	**D**	**Satisfactory**	**Below 60**	**2**
3	**E**	**Poor**		

At the University Level:
The College encourages all the eligible faculty members to attend the valuation of the University examinations. All the faculty members are the members of the Bangalore University council for Teacher and faculty of department of Commence and Management are members of Bangalore University Teachers council of Commerce and Management. As a result our faculty members are updated on the University evaluation practices and reforms.

Communicate of Evaluation Processes to the Stakeholders

Faculty members:

- Faculty Enhancement Programs.
- Mentors report.
- Bulletin/Notice Boards.
- Academics Office intimates the consolidated results of marks as well as attendance.

Students:

- College Dairy contains the complete details of evaluation processes of college as well as of University.
- Student Bridge Course Programs.
- Notice Boards.

Parents:

- PTA meetings.
- All the mentors also continuously keep in contact with the parents to update them on their wards academic performance.
- College is the process of establishing the system of online communication of students' academic performance to the parents.

2.5.2 What are the major evaluation reforms of the university that the institution has adopted and what are the reforms initiated by the institution on its own?

Following are some of the major reforms of the University that the institution has adopted:

- Bangalore University has declared St.Francis de Sales College as the examination center tagged with neighboring colleges with effect from the academic year 2008-09. The College conducts two internal exams i.e. first internal examination for 50 marks and Model examination for 100 marks so that the students are acquainted with the complete university pattern of examination.
- During the Model examination, a mock OMR is provided, strictly adhering to the University pattern.
- Bangalore University has introduced Credit Based Semester Scheme w.e.f the academic year 2014-15. Each course shall carry certain number of credits.

- **Carryover:** A candidate who fails in a lower semester examination may go to the higher semester. However, no student is permitted to take the a) fifth semester examination unless he/she passes all the paper of the first semester examination and b) No student is permitted to take the sixth semester examination unless he/she passes all the papers of the first and second semester examinations.
- **Internal Assessment:** The Internal assessment marks are be based on attendance, tests, seminars and assignments. The average of at least two activities are taken as the internal assessment marks. Internal marks is allotted for 30 marks as follows:

Criteria	Marks
Attendance	10
First Internal Examination	05
Model Examination	10
Seminars, Assignments, students' behavioral aspects, learning and communication skill etc	05

- **Declaration of Classes on the basis of percentage of Aggregate Marks:**
  - First Class with distinction 70% and above (A+, A++ or O)
  - First Class 60% and above but less than 70% (A)
  - High Second Class 55% and above but less than 60% (B+)
  - Second class 50% and above but less than 55%(B)
  - Pass Class 40% and above but less than 50% (C)

- Grading System: Each semester result shall also be declared in terms of grades. An eight point grading system which is based on the actual absolute marks scored and alpha –sign grade as described below shall be adopted:

Range of Marks: %	Below 40	40-<50	50-<55	55-<60	60-<70	70-<80	80-<90	90-100
Alpha-Sign Grade	D	C	B	B+	A	A+	A++	O
Grade Point	<4	4-<5	5-<5.5	5.5-<6	6-<7	7-<8	8-<9	≥ 9

2.5.3 How does the institution ensure effective implementation of the evaluation reforms of the university and those initiated by the institution on its own?

The evaluation reforms of the university are strictly followed in the best of the spirit. All the information with regard to the reforms are promptly communicated to the students through announcements on the notice boards, and timely submission of grievance representations to the appropriate university offices. All record is maintained i.e answer sheets, award lists etc. weekly tests are taken and record is kept.

Whenever class tests and term tests are taken the results of the students performance/awards are shown to the students to encourage them or counsel them for better future performance. Since many of our faculty members are engaged in the University level evaluation, the feedback that they provide ensures effective communication of university evaluation standards and practices.

2.5.4 Provide details on the formative and summative evaluation approaches adopted to measure student achievement. Cite a few examples which have positively impacted the system.

The authority of implementation of regulations and reforms in examination and evaluation procedures lies completely under Bangalore University but faculty members who are members of academic bodies of the university actively campaign for reforms. Even then for bringing about an effective change in the evaluation practices, the College adopts both formative and summative methods of evaluation.

- Formative approach to evaluation includes interactions in the classroom, workshops, assignments, group discussions, and seminars. The evaluation through these approaches gives information about student progress.

- The summative evaluation is done during internal examinations. Revised tests are conducted for those students, who fail to fulfil the eligibility of the internal examinations.

2.5.5 Enumerate on how the institution monitors and communicates the progress and performance of students through the duration of the course/programme? Provide an analysis of the students results/achievements (Programme/course wise for last four years) and explain the differences if any and patterns of achievement across the programmes/courses offered.

- The institution evaluates the students through two internal examinations i.e first inter examination is for 50 marks and Model examination for 100 marks which is conducted in the University examination pattern. The parents are usually informed during the Parent Teacher Meet, and also through letters and even telephonically (for weak students). The results of outstation and foreign nations are informed to their wards through letter/telephonically and e-mail. To monitor the students' performance during an academic year, an examination board is constituted in the college. This board works under the directions of the Chair. The record of the whole evaluation process is transparent. The answer books are shown to the students. The board arranges to inform the parents the internal examination results of the students' along with their class attendance.

- Mentors are assigned to each class at the beginning of the acadmic year. The mentors maintain the mentis record that gives all vital information necessary to monitor the progress and performance of the students. The mentors counsel the students on all matter including academic progress and performance, behavioural issues.
- All the students who are facing problems of serious in nature are referred to the College Counsellor, who is a professional experienced counsellor. The college counselling cell has proved to be a great benefit for the students.

Achievement:

Ms. Macy, student of the 2010 – 2013 batch of the BBM programme secured the 5th Rank in the Bangalore University examinations.

Table: 2.17 Course-Wise Results of last Four Years (Percentage)

RESULT STATEMENT FOR THE YEAR 2009-10

S.N	Course	Semesters (in Percentage)						Average
		I	II	III	IV	V	VI	
1	BA	65.21	60.86	50	60	65	90	65.17
2	B.COM	36.76	57.14	63.33	52.54	67.24	75	58.66
3	BBM	42.22	55.81	81.39	76.19	79	88	70.43
4	BCA	62.5	54.16	57.14	57.14	24	42.85	49.63
5	B.Sc	100	100	80	20	100	100	83.33

RESULT STATEMENT FOR THE YEAR 2010-11

S.N	Course	Semesters (in Percentage)						Average
		I	II	III	IV	V	VI	
1	BA	85.33	71.23	60	83.09	79	86.76	77.56
2	B.COM	63	52.04	57.44	77.65	79	64.89	65.67
3	BBM	54.44	51.11	57.47	54.76	46.42	74.07	56.37
4	BCA	50	75	70.45	54	59.09	72.72	63.54
5	B.Sc	42.85	66.66	83.33	50	50	66.66	59.91

RESULT STATEMENT FOR THE YEAR 2011-12

S.N	Course	Semesters (in Percentage)						Average
		I	II	III	IV	V	VI	
1	BA	70.83	69.99	NA	64.77	83.72	80.95	
2	B.COM	50.32	54.83	60.66	54.66	73.38	77.69	61.92

3	**BBM**	**31.25**	**34.78**	**65.34**	**43.75**	**49.50**	**67.34**	**48.66**
4	**BCA**	**57.14**	**38**	**54**	**43.47**	**54.34**	**54.34**	**50.21**
5	**B.Sc**	**33.33**	**16.66**	**16**	**83.33**	**60**	**60**	**44.88**

RESULT STATEMENT FOR THE YEAR 2012-13

S.N	Course	Semesters (in Percentage)						Average
		I	II	III	IV	V	VI	
1	**BA**	**75**	**77.77**	**75.45**				
2	**B.COM**	**24.85**	**30.06**	**35.89**				
3	**BBM**	**12.98**	**32.39**	**35.61**				
4	**BCA**	**39.28**	**47.27**	**38.88**				
5	**B.Sc**	**36.36**	**36.36**	**30**				

2.5.6 Detail on the significant improvements made in ensuring rigor and transparency in the internal assessment during the last four years and weightages assigned for the overall development of students (weightage for behavioral aspects, independent learning, communication skills etc.)

All the students are familiar with the internal assessment method adopted by the College. College ensures complete clarity and transparency in the internal assessment.

- The Internal assessment marks are be based on attendance, tests, seminars and assignments. The average of at least two activities is taken as the internal assessment marks. Internal marks is allotted for 30 marks as follows:

Criteria	Marks
Attendance	10
First Internal Examination	05
Model Examination	10
Seminars, Assignments, students' behavioral aspects, learning and communication skill etc	05

- **Declaration of Classes on the basis of percentage of Aggregate Marks:**
  - First Class with distinction 70% and above (A+, A++ or O)
  - First Class 60% and above but less than 70% (A)
  - High Second Class 55% and above but less than 60% (B+)

- Second class 50% and above but less than 55%(B)
- Pass Class 40% and above but less than 50% (C)

- Grading System: Each semester result shall also be declared in terms of grades. An eight point grading system which is based on the actual absolute marks scored and alpha –sign grade as described below shall be adopted:

Range of Marks: %	Below 40	40-<50	50-<55	55-<60	60-<70	70-<80	80-<90	90-100
Alpha-Sign Grade	D	C	B	B+	A	A+	A++	O
Grade Point	<4	4-<5	5-<5.5	5.5-<6	6-<7	7-<8	8-<9	≥ 9

2.5.7 Does the institution and individual teachers use assessment/evaluation an indicator for evaluating student performance, achievement of learning objectives and planning? If 'yes' provide details on the process and cite a few examples.

The institution uses assessment and evaluation as indicators for evaluating students' performance. The class mentors maintain the record on the progress of the students that helps the mentors to monitor their performance. The students who excel in the curricular and co-curricular activities are given due advantage in assessment. General behaviour of the students is also kept in mind when evaluation of a student is undertaken.

2.5.8 What are the mechanisms for redressal of grievances with reference to evaluation both at the college and University level?

The grievances with reference to evaluation are redressed are addressed at two levels:

- College Level: It is ensured that the internal grievances are addressed by the subject teachers. If the grievance is of serious nature is further referred to the Board of Examination.
- University Level: If students have any problem related to the university valuation results, the college communicates it to the concerning authority of university about the grievances of the students. University communicates the dates for representing the grievances related to evaluation. The University makes provision for getting the photocopy of the answer script and also re-totalling and revaluation issues. The students who are affected by the grievances usually submit the application forms by paying the prescribed fees to the University through the College.

2.6 Student Performance and Learning Outcomes

2.6.1 Does the college have clearly stated learning outcomes? If 'yes' give details on how the students and staff are made aware of these?

The College's approach to the learning outcome assessment is defined clearly. Faculty is best suited to determine the intended educational outcomes of their academic programs and activities. All the faculty members record the objectives and learning outcomes of each course in course plan prepared at the commencement of every semester. The objectives and the learning outcomes are communicated to the students by the faculty during the introductory classes. However to assess these outcomes and methods to use the results for program development and improvement is a part of student evaluation. The results of Outcome Assessment are used to evaluate the effectiveness of academic programs and activities, and student services.

2.6.2 How are the teaching, learning and assessment strategies of the institution structured to facilitate the achievement of the intended learning outcomes?

The College has formulated academic committees that aim at enhancing the quality of learning, teaching and assessment across the Institute by providing academic leadership for the continued development of excellence in academic practice. The College is committed in creating an environment where students are supported to achieve their potential and working towards creating an inclusive learning community. In terms of lifelong learning this strategy is intended to be learner centric, recognizing students' prior learning, experience and abilities.

The College's following methods to achieve the intended learning outcomes from the students:

- Revision classes
- Support of subject teachers and mentors to slow learners.
- Solving question papers.
- Revised tests.
- Remedial classes
- Peer teaching.

2.6.3 What are the measures/initiatives taken up by the institution to enhance the social and economic relevance (quality Jobs, entrepreneurship, innovation and research aptitude) of the courses offered?

The institution at the time of the admission provides counselling regarding the choice of options the students wish to opt. They are guided regarding the future prospects of various options. Further they are sensitized on the societal responsibilities through guest lectures. The students are motivated through personality development

programmes. Students are encouraged to participate in activities for social and community service. The College has made dedicated efforts to impart quality education and generate new knowledge through research and development activities. The college has started many add on courses like Tally, Dot Net and SQL server, technical writing, basics in computers etc which are helpful in getting employment. College also invites alumni to interact with the existing students on career opportunities. Career counselling and placement cell also organizes various career orientation programmes to guide the students to choose the right path and organizes campus placement for the students.

2.6.4 How does the institution collect and analyze data on student learning outcomes and use it for planning and overcoming barriers of learning?

The College has specified methodologies to collect and analyze data on student learning outcome; the following strategies are adopted by the College:

- Continuous internal assessment i.e first internal examination, model examination, assignments, and seminar presentations.
- Academic journal maintained by the faculty members.
- Semester result analysis.
- Subject Course plans prepared by the faculty members.
- Faculty appraisals.
- Student mentoring system.
- Minimum attendance limit for students to minimize absenteeism.
- Extra classes for weak students to solve their problems.
- The periodic evaluation of teachers help in the improvement of learning outcome
- Timely Redressal of students' grievances.

2.6.5 How does the institution monitor and ensure the achievement of learning outcomes?

The College has formulated academic committees that aim at enhancing the quality of learning, teaching and assessment across the Institute by providing academic leadership for the continued development of excellence in academic practice. The College is committed in creating an environment where students are supported to achieve their potential and working towards creating an inclusive learning community. In terms of lifelong learning this strategy is intended to be learner centric, recognizing students' prior learning, experience and abilities.

The College's following methods to achieve the intended learning outcomes from the students:

- Revision classes
- Support of subject teachers and mentors to slow learners.
- Counseling to the slow learners
- Solving question papers.
- Revised tests.
- Remedial classes
- Peer teaching.
- The faculty members are also encouraged to conduct surprise tests, quizzes, etc. to monitor the academic progress of each student.

2.6.6 What are the graduate attributes specified by the college/affiliating university? How does the college ensure the attainment of these by the students?

St. Francis de Sales College is established with the vision to enkindle the spirit of excellence, transformation and efficiency, has become a centre of excellence in a short span imparting quality education to all the students who enter the portals of this great institution of learning. The College prepares its students to make lasting contribution to the society by initiating a positive difference in their own lives as well as in the lives of others.

The Curriculum and programmes of the College are uniquely designed to the needs and aspirations of industry to ensure that the students not just imbibe academic concepts but develop analytical and decision making skills to be leaders in the ever changing world of today.

The College aspires to have a transformational impact on students through education by inculcating qualities of excellence, transformation and efficiency. · The college aims to make its students employable. The College ensures the attainment of the above attributes at all levels. Beginning with the vision and mission and practices, the college aligns its activities towards creating individuals to make them employable, capable of building meaningful relationship with people of all faiths and cultures. The holistic development programs organized by the college aims to inculcate ethical values in its students.

Further, the College aims :

- To make the students academically sound enough, so that they are able to stare in the eyes of the competitive world.

- The faculty members of the college work rigorously throughout the academic year to enable the students imbibe the valuable lessons by way of seminars, moral lectures, presentations and field work.
- The college endeavours that its students should become valuable global citizens.

Criterion III

Research, Consultancy and Extension

CRITERION III: RESEARCH, CONSULTANCY AND EXTENSION

3.1 Promotion of Research

3.1.1 Does the institution have recognized research center/s of the affiliating University or any other agency/organization?

The College does not have any recognized/University approved research center. But the College has established Research Development Center (RDC) in the year 2012 at College level. The Research Development Center at SFS College motivates the faculty to be actively involved in research. It encourages both faculty and the students to participate in seminars, conferences, workshops and other research oriented activities and also present and publish papers, articles at national and international level.

3.1.2 Does the Institution have a research committee to monitor and address the issues of research? If so, what is its composition? Mention a few recommendations made by the committee for implementation and their impact.

Research is the backbone of academics. It simplifies concept building and transforms new ideas into innovations in pursuance of a new era of passion for researches. Each finding gives immense pleasure and multiplies enthusiasm towards achieving target.

The Research Development Centre aims to nurture research culture in the College by promoting research in newly emerging and challenging areas. This enhances the general research capability of faculty and students by way of participating in conferences, seminars, workshops, project competition, etc.

Research Development Center of the College functions with the following objectives:

- Encourage faculty members to pursue M.Phil. And Ph.D. studies.
- Motivate faculty members of the staff to undertake Minor Research Projects.
- Guide faculty members in organizing workshops and seminars for faculty and students.
- Encourage the faculty, teaching and non-teaching, to participate in seminars and workshops.

- Persuade students to take up small research based projects.
- Encourage faculty and students to present and publish papers, articles at national and international level.

3.1.3 What are the measures taken by the institution to facilitate smooth progress and implementation of research schemes/projects?
(a) autonomy to the principal investigator, (b) timely availability or release of resources, (c) adequate infrastructure and human resources, (d) time-off, reduced teaching load, special leave etc. to teachers, (e) support in terms of technology and information needs, (f) facilitate timely auditing and submission of utilization certificate to the funding authorities, (g) any other

- In order to promote research and development activities, the college extends its full support to faculty and students. Full/Partial financial support is given to all innovative research & development works taken up by the members of the faculty and students as well. The college encourages faculty and students to participate in National/International Conferences, Training programmes, organized by reputed institutes by giving full/partial financial support viz. course/registration fee, TA/DA etc.
- The College is also in the process of subscribing to International Online Library.
- Internet facility, photocopying facility, printers etc are provided to encourage and facilitate research among faculty as well as students.

3.1.4 What are the efforts made by the institution in developing scientific temper and research culture and aptitude among students?

The College makes the efforts in developing scientific temper and research cultures and aptitude among students at three levels:

University Level:

- All the final year students of BBM and department of computer sciences have to do their compulsory project as a part of the University Curriculum. As a part of this, department of management i.e. BBM department has prepared a manual of project guidelines that contains guidelines for the students to do an effective project.
- For the successful completion of the University Project, respective departments allot project guides for students to monitor their progress.

- The College also conducts a mock viva voce examination to instill in the temper of research among the students. We follow the university pattern of examination in conducting mock viva voce.

College Level:

- The department of Management i.e BBM and department of English publish an year magazine/new letter namely 'Desalite Resonance' from BBM department and 'Interface' from the department of English to promote scientific tempter and encourage writing articles.
- The College also publishes the yearly college magazine called 'VISTA', in which students are given opportunity to publish their articles and opportunity is given to the students to be part of the editorial board of the Magazine as well.
- Students participate in research oriented seminars, conferences, and workshops at both state and national levels. The College provides the required financial support to students in this regard.

Department Level:

- The College has introduced the culture of organizing department seminars by every department from the year 2012.
- Department seminars provide the opportunity to both the faculty and students to participate in it and contribute to the research area.

3.1.5 Give details of the faculty involvement in active research (Guiding student research, leading Research Projects, engaged in individual/collaborative research activity, etc.

Following is the list of faculty members currently involved in the research.

Name	Department	Degree & University	Specialization	Remarks
Mr.Raghavendra	Commerce	PhD, kuempu Unversity	Insurance and finance	Pursuing
Mrs.Chitra.N.K	Commerce	PhD		Pursuing
Mrs.Smrity Prasad	Computer science	PhD, Christ University	Image Processing	Pursuing
Mrs.Ragashree Pandiyan	Humanities-English	PhD, Periyar Maniammai Uty.	Semiotics	Pursuing

Mr.Prakash	Humanities-Kannada	PhD, Jain University	Small Stories	Pursuing
Mr.Karibasavanagowda	Humanities-Kannada	PhD, Madhurai Kamraj University	Life and Work	Pursuing
Mr.K.M.Vinay Kumar	Management	M.Phil, Christ University	HR	Pursuing
Mrs.Maria Priya	Management	PhD, Bharathidasan University	HR	Pursuing
Mrs.V.Maduramozhi	Humanities-English	PhD, Bharathiyar University	Theatre/Drama	Pursuing

3.1.6 Give details of workshops/ training programmes/ sensitization programmes conducted/organized by the institution with focus on capacity building in terms of research and imbibing research culture among the staff and students.

Following seminars/ workshops/training programmes were organized by the various departments during last few years:

Organizer	**Theme**	**Date**
Department of Commerce and management	National Seminar on Entrepreneurship: challenges and opportunities for inclusive growth	16th March 2011
Department of Commerce and Management in Association with BIA, Bommansandra	National Seminar on Entrepreneurship: Medium and Small Scale Entreprises-opportunities and challenges	3rd March 2012
Department of Commerce and Management in Association with BUTCCM	National Seminar on The Dawn of New Companies Act 2013: Challenges and Opportunities for Corporate Growth.	25th October 2013
Department of Communication and Journalism	National Seminar on the Role of Women in Media	25th February 2011
Department of Communication and Journalism	National Seminar on Current Trends in Advertising; targeting adolescence-a psychological perspective	15th march 2013

Department of Computer Science	National Seminar on Emerging trends in Information Technologies	
Department of Management	Department seminar on Business ethics: opportunities and challenges	**1st april 2014**
Department of Humanities	Department seminar on Social media, making and breaking new, sources of stress and coping.	**22nd March 2014**
Department of Computer Science	Department seminar on Green Computing	
Department of Commerce	Department seminar on Modern Marketing: opportunities and challenges ahead.	**12th august 2014**
Department of Psycology	Two day workshop on attitude change, by Mrs.Kavyashree, SDM College, Mangalore	**October, 2009**
Department of Computer Science	Seminar on Dot Net Technologies by Mr.Sunil Warrier from Accenture	
Department of Computer Science	Workshop on Hardware Linux, Networking, Jetking	
Department of Computer Science	Workshop on opportunities and trends in animation and visual effects, ICAT	
Department of Computer Science	Spark – Corporate program, by Infosys technologies, Bangalore	
Department of Computer science	Project Exhibition	
Department of Commerce and Management	Faculty development programme on Guding the Project thesis, by Mr.CNB.Rajesh, PESSE University	
Department of Management	Work shop on Food Industry	19th July 2014

3.1.7 Provide details of prioritized research areas and the expertise available with the institution.

As started earlier, we do not have any research centre but our faculty members are involved in the research at individual/collaborative level.
Following is the detail along with research areas and expertise of the different faculty members

Name of the faculty	**Research Area**	**Mphil /Ph.D**	**University**
Dr.Shantaraju	Kannada Literature	Ph.D	Bangalore University
Dr.Reva Prasad	Upanyas Sahithya	Ph.D	Bangalore University
Dr.Gurubasavaraj	Finance – Working Capital Analysis	Ph.D	Chhattisgarh niversity
Mrs.Jaceentha	Human Resource	MPhil	Dravidian University, Kuppam
Mrs.Chitra.N.K		MPhil	Bharathi Dasan University
Mrs.Smrity Prasad	Software Engineering	MPhil	Madhurai Kamraj University
Mrs.Jithy Lijo	Network Security	MPhil	Christ University
Mrs.Annie Christila	Networking	MPhil	Christ Unviersity
Mrs.Gayathri	English Novels	MPhil	Bharathiyar University (Part Time)
Mrs.Liminy Mathew		MPhil	

Mrs.P.S.Geetha	Banking and Insurance	MPhil	
Mrs.Managayarkarasi	Quality of Worklife	MPhil	Periyar University
Mrs.Kavitha.K	Fiction	MPhil	Bharathiyar University
Mrs.Mamatha.K	Finance	MPhil	Periyar University

3.1.8 Enumerate the efforts of the institution in attracting researchers of eminence to visit the campus and interact with teachers and students?

As stated earlier the college is not having a registered research centre of the affiliating university. Despite its unavailability of a research centre, the College invites experts on various subjects to deliver guest lecturers to the students.

Following is the list of eminent experts who visited the college in last few new:

Name	**Designation**	**Occasion**	**Date**
Prof.N.S.Ramasway	Founder Director-IIMB	Guest Lecture	2009-10
Prof.R.Venkatapathy	Director, Bharathiyar School of management and entrepreneurial development	Key note address-national seminar on entrepreneurship challenges and opportunities for inclusive growth.	16-03-2011
Dr.J.Alexander IAS	Former Chief Secretary, Govt. of Karnataka	Moderator	16-03-2011
Dr.M.G.Krishnan	Former registrar, Bangalore university	Moderator	16-03-2011
Prof.Mathew.J.Manimala	IIM, Bangalore	National seminar on entrerereneurship:Micro	03-03-2012

		small and medium scale industries opportunities and challenges	
Prof.Rajdeep Manwani	Dean, dept. of commerce and management, jain university	National seminar on entrerereneurship:Micro small and medium scale industries opportunities and challenges	03-03-2012
Prof.Bhagvan Srinivas Krishnaswamin	GM, Talent transformation, Wipro technologies	National seminar on entrerereneurship:Micro small and medium scale industries opportunities and challenges	03-03-2012
Dr.Duggal	Dean, Christ University institute of management	Inauguration of Desma	12-08-2013
Dr.Harold Patrick	Head, Christ institute of management	Faculty enhacmement programme	21-06-2014
Dr.Kambam Vedantham	Associate prof.christ institute of management	Faculty enhancement programme	21-06-2014
Dr.Mahesh Kumar	Principal, KLE's Society's degree college	Inauguration of associations	24-07-2014
Dr.Purushothama.M.K	Professor, Vivekananda degree college, Bangalore and research guide BUB, President BUTCCM	Inauguration of ACME	
Dr.Rajdeep Manwani	Professor, Jain University, Bagnalore	Inauguration of ACME	23-08-2011
Dr.Muthu Mani	Principal and head, dept of commerce, Dr.MGR College, Hosure	Inauguration of ACME	09-08-2009
Dr.N.D.Suresh	Head, dept of commerce, GFGC, RT Nagar, Bangalore	Inauguration of ACME	12-07-2012
Prof.Venkatesh Babu	Principal, vevekananda rural degree college, Bangalore	Intra departmental fest 2011 aledictory	27-08-2011

Dr.BG.Bhaskara	Professor, PG Studies in commerce, Vivekananda degree college, former president BUTCCM	COM VISION inaugruation	20-03-2013
Dr.Eresi	Professor, Dept of commerce, BUB	National seminar speaker	16-03-2011
Dr.Ramachandra Gowda	Professor, dept of commerce BUB, President, ICA	National seminar speaker	25-10-2013
Dr.K.Nirmala	Coordinator, dept of commerce, BUB	National conference speaker	25-10-2013
Dr.Ajay k Singh	Professor, Delhi school of economics , Delhi	Dey note speaker , national conference	25-10-2013
Dr.Balwinder singh	Secretary, ICA Professor, Guru nanak dev university, amritsir	National seminar special address	25-10-2013
Dr.Padma Srinivasan	Professor, Christ university	National seminar panel speaker	25-10-2013
Dr.Rajdeep manwani	Professor, Jain university, bangalore	National seminar panel speaker	25-10-2013
Dr.Ramesh	Dean, mount carmel college, Bangalore	National seminar session speaker	25-10-2013
Prof.Mathew.J.Manimala	Professor, OB, IIMB	Key note address, national seminar	03-03-2012
Dr.Preethi Dsouza	Professor, Mangalore university	National seminar, session speaker	16-03-2011
Dr.Alexander	IAS, Former chief secretary, govt. of Karnataka	Special invitee and charperson of technical session, national seminar	16-03-2011
Dr.MG.Krishnan	Registrar, BUB	Special invitee and chairperson of technical session, national seminar	16-03-2011
Dr.M.K.Purushotham		National seminar, chairperson technical session	03-03-2012
Rev.Dr.Emmanual Uppanthadathil	Dean, Suvidya College	Chaucers academy inauguration	2010-11
Prof. A.S.Chandramouli	Principal, Surana college	Guest Lecture on importance of English	2010-11

		language in today's fast changing world	
Rev.Dr.Thomas CMI	Professor, dept. of psychology, Christ university	One day seminar on life skills	2010
Dr.Palani Arangaswami	Professor of English, director of centre for periyar thought, periyar maniammai university, Thanjavur	National seminar on role of women in media	25-02-2011
Dr.Padmaja Shaw	Professor, Hydrabad	National seminar on role of women in media	25-02-2011
Dr.J.Alexander IAS	Former chief secretary and cabinet minister, govt. of Karnataka	National seminar on role of women in media	25-02-2011
Prof.Raghupathi Bhat	Director, Canara college, Bangalore	Inauguration of kannada academy	20-07-2011
Prof.Vasanth Kumar	HOD, Dept. of kannada, Jain university	Inauguration of kannada academy	20-07-2011
Dr.Veeresh Bellary	President, Akhila Karnataka Janapatha Kalavidhara Okkuta	Valedictory, Kannada academy	28-01-2012
Dr.H.S.Eswara	Formarily professor, chairperson and dean, faculty of communication, Bangalore university	National seminar on current trends in advertising: targeting adolescence-a psychological perspective	15-03-2013
Dr.Vani M.N	HOD, Dept. of journalism, NMKRV College, Bangalore	National seminar on current trends in advertising: targeting adolescence-a psychological perspective	15-03-2013
Dr.Radhika Bapat	HOD, Dept of Behavioural science, sahayadri hospitals, Pune	National seminar on current trends in advertising: targeting adolescence-a psychological perspective	15-03-2013
Dr.Gireesh.K	Clinical psychologist and consultant, dept. of health service, govt. of kerala	National seminar on current trends in advertising: targeting adolescence-a psychological perspective	15-03-2013

Dr.Tissy Mariam Thomas	Asst. Professor, Dept of psychology, Christ university	National seminar on current trends in advertising: targeting adolescence-a psychological perspective	15-03-2013
Dr.Jini.K.Gopinath	Asst.Professor, department of psychology, Christ university	Association inauguration and workshop on Hypnosis	11-07-2012
Rev.Dr.George Panthanmackal	Rector and professor, suvidya college, Bangalore	Inauguration of chaucer's academy	02-07-2012
Dr.Susan Thomas	Senior resident and lecturer, Division of mental helth and neuro science, St. John's research institute , Bangalore	Guest lecture on Neuro psychology	08-02-2014
Dr.Suresh	Director, CIT, Tumkur	RAZZMATAZZ Inaugruation	20-03-2009
Prof.M.G.Krishnan	Registrar of Bangalore university	Graduation day cum annual day	10-04-2010
Prof.ZEB	Visiting faculty from IIM Ahmedabad	Faculty Enhancement programme	2010-11
Dr.C.Swaminathan	Vice chancellor, bharathiar university, Coimbatore	Graduation day	2010-11
Dr.B.C.Mylarappa	Registrar, Bangalore university	College day	11-02-2012
Prof.Vinod Kumar	Dept. of chemistry, Christ university	Faculty enhancement programme	17 and 18th june 2011
Dr.K.C.Dappar	Former Vice Chancellor, Bangalore university	Graduation and College day	14-04-2013
Dr.Raja Subramanyam KRA	Co-founder and CEO of Radix Learning	Inauguration of BCA association	07-08-2010
Dr.Debabratha Das	Chairperson at Hewlett Packard and Associate professor at IIIT Bangalore	Valedictory of Computer science association	12-02-2010
Prof.Rajagopalan S	Head-IIITB Innovation centre	National Seminar – computer sceince	21-12-2011

Dr.Raja Subramanian KRV	Co-founder and CEO of Radix Learning	National Seminar – Computer science	21-12-2011
Dr.Debabratha Das	Chairperson at Hewlett Packard and Associate professor at IIIT Bangalore	National Seminar – Computer science	21-12-2011
Prof.Hunumanthappa	Associate professor and chairman, Department of Computer science, Bangalore university	National Seminar – Computer science	21-12-2011
Dr.Lilly Florence	Professor, Adhiyamaan College of Engineering , Hosur, Tamil nadu	National Seminar – Computer science	21-12-2011
Dr.Santhosh Kumar	Asst. professor, Dept. of computer science, CUSAT, Kerala.	National Seminar – Computer science	21-12-2011
Dr.Arthi arya	HOD, PES School of Engineering	National Seminar – Computer science	21-12-2011
Dr.Preetha Sharan		Inauguration of Computer science inauguration	03-07-2012

3.1.9 What percentage of the faculty has utilized Sabbatical Leave for research activities? How has the provision contributed to improve the quality of research and imbibe research culture on the campus?

NIL

3.1.10 Provide details of the initiatives taken up by the institution in creating awareness/advocating/transfer of relative findings of research of the institution and elsewhere to students and community (lab to land).

Refer point 3.1.4

3.2.1 What percentage of the total budget is earmarked for research? Give details of major heads of expenditure, financial allocation and actual utilization.

The College does have provision for separate formal budget for research currently. Financial help is provided on need basis for various research activities at both department and College Level.

Most of the expenditure has arisen under the heads of seminar and travel allowance. The College plans to establish an account under the head RDC (Research Development Centre) to promote the research oriented activities in the coming years.

3.2.2 Is there a provision in the institution to provide seed money to the faculty for research? If so, specify the amount disbursed and the percentage of the faculty that has availed the facility in the last four years?

Nil

3.2.3 What are the financial provisions made available to support student research projects by students?

The Institution gives complete support to the students in research development by encouraging them to participate in seminars/conferences/workshops and others research oriented programmes. The College meets the expenditure related to registration fee, conveyance allowance and other related expenses. At the college and department level seminars, students are given opportunity to participate and to be part of the organizing committee. Students are also accompanied by the faculty for paper presentation in seminars organized by other College.

3.2.4 How do the various departments/units/staff of the institute interact in undertaking inter-disciplinary research? Cite examples of successful endeavors and challenges faced in organizing interdisciplinary research.

The Departments of Journalism and Psychology organized an interdisciplinary National Seminar on the topic 'Current Trends in Advertising: Targeting Adolescence- A Psychological perspective on 15th March 2013. Following were the important topics of the seminar:

- An overview of adolescents and advertising.
- Advertisement and Adolescents: Implication of advertising techniques and psychological impact on adolescents as consumer.
- A focus on the existing reality: Challenges and issues in the field.

Research Development Centre of the College is working towards conducting more of such interdisciplinary research.

3.2.5 How does the institution ensure optimal use of various equipment and research facilities of the institution by its staff and students?

The Research Development Centre aims to nurture research culture in the College by promoting research in newly emerging and challenging areas. This enhances the general research capability of faculty and students by way of participating in conferences, seminars, workshops, project competition, etc.

- Internet facility, photocopying facility, printers etc are provided to encourage and facilitate research among faculty as well as students.
- The software and equipments are updated; defects are rectified as soon as they are noticed.
- The College is also in the process of subscribing to International Online Library.

3.2.6 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facility? If 'yes' give details.

The institution has not been able to receive any special grants from any agency as of now. But the institution does receive the sponsorships from the corporate and other eminent personalities to meet the expenses of the national seminars.
For example part of the expenses of the national seminar organized on 3rd march 2012 on the topic 'Entrepreneurship: Micro Small and Medium Scale Industries Opportunities and Challenges, was sponsored by LANDMARK and SRA Group of Companies.

3.2.7 Enumerate the support provided to the faculty in securing research funds from various funding agencies, industry and other organizations. Provide details of ongoing and completed projects and grants received during the last four years.

Being a self financing institution, the college has not been able to get any grant from any institution.

3.3 Research Facilities

3.3.1 What are the research facilities available to the students and research scholars within the campus?

The following facilities are made available on the campus to enhance the research activities among the faculty and student:

- Internet facility, photocopying facility, printers etc are provided to encourage and facilitate research among faculty as well as students.
- The software and equipments are updated; defects are rectified as soon as they are noticed.
- The College is also in the process of subscribing to International Online Library.
- The College is also equipped with Digital Library with latest downloads on research oriented topics.

3.3.2 What are the institutional strategies for planning, upgrading and creating infrastructural facilities to meet the needs of researchers especially in the new and emerging areas of research?

Following are the institutions strategies fo meet the needs of researchers especially in the new and emerging areas of research:

- To upgrade the digital library with online library.
- To create the seed money account for the promotion of research activities.
- Compulsory Department Seminars.
- Compulsory National Seminars for all the departments

3.3.3 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facilities?? If 'yes', what are the instruments/ facilities created during the last four years.

The institution has not been able to receive any special grants from any agency as of now. But the institution does receive the sponsorships from the corporate and other eminent personalities to meet the expenses of the national seminars.
For example part of the expenses of the national seminar organized on 3rd march 2012 on the topic 'Entrepreneurship: Micro Small and Medium Scale Industries Opportunities and Challenges, was sponsored by LANDMARK and SRA Group of Companies.

3.3.4 What are the research facilities made available to the students and research scholars outside the campus / other research laboratories?

As such there are no research facilities outside the campus and other other research laboratories. But the college plans to introduce online research library into digital library.

3.3.5 Provide details on the library/ information resource centre or any other facilities available specifically for the researchers?

Apart from the facilities mentioned earlier, the institution has made established digital library, which would be upgraded with e-journal and online library facility.

3.3.6 What are the collaborative researches facilities developed / created by the research institutes in the college? For ex. Laboratories, library, instruments, computers, new technology etc.

The institution has not been able to engage in collaborative research as of now.

3.4 Research Publications and Awards

3.4.1 Highlight the major research achievements of the staff and students in terms of (a) Patents obtained and filed (process and product) (b) Original research contributing to product improvement (c) Research studies or surveys benefiting the community or improving the services (d) Research inputs contributing to new initiatives and social development.

There have been no major research achievements in these areas.

3.4.2 Does the Institute publish or partner in publication of research journal(s)? If 'yes', indicate the composition of the editorial board, publication policies and whether such publication is listed in any international database?

The department of commerce has already initiated the publication of the research findings. National Conference on 'The dawn of the New Companies Act 2013 challenges and opportunities for corporate growth' organized by St.Francis de Sales College and Bangalore University college teachers association on 25th October 2013, has provided an opportunity to compile a book containing topics connected to the salient feature of the New Companies Act 2013.

The Main objective of publishing the book of collection of articles is to provide executives, auditors and academicians an insight into the principles, and the changing features of companies Act and its effects on companies in India.

Editorial Board :

Mrs.U.Anitha, Editor in chief, Global publications, Thanjavur District.

Associate Editors: Dr.M.Swaminathan, Director, Bharath Institute of Management, Thanjavur, Dr.V.Buvaneswaran, Research advisor, R.S.Govt, collge, Thanjavur, Dr.Santhos Kumar, Professor and Managing partner.

The institute plans to publish or partner in the publications of research journals in near future.

3.4.3 Give details of publications by the faculty and students:
(a) Publication per faculty (b) Number of papers published by faculty and students in peer reviewed journals (national / international) (c) Number of publications listed in International Database (for Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.), Monographs (d) Chapter in Books (e) Books Edited (f) Books with ISBN/ISSN numbers with details of publishers (g) Citation Index (h) SNIP (i) SJR (j) Impact factor (k) h-index

The publications by faculty members are enlisted in the succeeding tables:
Table 3.4 Books Published by Faculty

Name	Particulars
Mr.Raghvendra.K.S (Co-authored)	'Cost Accounting', M/S Subhas Stores
Mr.Raghavendra.K.S (Co-authored)	'Business Regulations', Thakur Publishers, ISBN: 978-93-83130-16-0
Mr.Raghavendra.K.S and Mrs.Mamatha.K (Editors)	'Companies Act 2013-Challenges and Opportunities for Corporate Growth', Global Publications, ISBN: 97881-967155-1-8
Mr.Karibasavangowda	• Co. Editor for magazine entitled 'ECHOS' for T.John College. • Co. Editor for magazine entitled 'SPANDANA' For ST. Francies De sales College.

ARTICLES PUBLISHED

Name	Publication Details

Mr.Raghavendra.K.S	'An evaluation of entrepreneurial competencies and factors affecting entrepreneurship among students', ISBN : 978-93-81568-65-1
Mr.Raghavendra.K.S	'Working of actuaries in Indian Insurance Sector-an Empirical Study'
Mrs.Chitra.N.K	'Inclusive banking through M-KCC, RTGS, ECS, and NEFT', online ISSN: 2277-1093, Print ISSN: 2277-1476.
Mrs.Smrity Prasad	'An image sharpening method by suppressing the Noise' in the international journal of computer application, ISSN : 0975-8887
Mrs.Smrity Prasad	'An efficient approach for image filtering by using neighbors pixels' in the international Journal of Advanced Computer science and application, DOI-10.14569, ISSN-2156-5570.
Mrs.Rajashree Pandiyan	'Semiotics: A Literary Genre Universal', on 30th April 2014, ISSN: 0976-8165, in the International Journal in English.

3.4.4 Provide details (if any) of (a) research awards received by the faculty (b) recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally (c) incentives given to faculty for receiving state, national and international recognitions for research contributions.

NIL

3.5 Consultancy

3.5.1 Give details of the systems and strategies for establishing institute- industry interface?

- The Career counseling and placement cell in the College establishes institute-industry interface through industrial visits, corporate visits to the College, corporate guest lectures etc.
- Alumni and the corporate also participate in the technology up gradation and curriculum enrichment of the college.

- The Board of studies in the College consists of industry experts, who participate in the curriculum enrichment.
- To broaden the knowledge and skills of our students, we also invite the alumni every year to interact with the students and update them on the latest corporate developments in the industry.
- The college signs MOUs with external agencies like VISTA MIND, NSDC etc to impart additional knowledge and skills to the students by way of organizing career counseling classes, certificate course etc.
- The College also organizes workshops and training programs and seminars in collaboration with industry experts.

3.5.2 What is the stated policy of the institution to promote consultancy? How is the available expertise advocated and publicized?

Though the institution does not have a formally stated policy on consultancy, the college advocates and publicizes the available expertise for consultancy services through its publications like the Prospectus and News Bulletin. Available expertise of the faculty is publicized through advertisement on website of college and College Magazine. It makes the expertise available to all sections of the society, in accordance with its vision and mission.

3.5.3 How does the institution encourage the staff to utilize their expertise and available facilities for consultancy services?

To promote consultancy, the institution ensures that the benefits of the knowhow, skills/expertise and exceptional gifts of the faculty reach the maximum numbers, irrespective of creed, region or nationality, colleges, university, Govt. agencies, NGOs, neighbouring villages. Mostly the services are rendered without the expectation of any remuneration.
The college advocates and publicizes the available expertise for consultancy services through its publications like the Prospectus and News Bulletin. The visits by the faculty members to various colleges to attract admission also brings to the notice of the general public, the high level of expertise in various areas, available in the institution. Available expertise of the faculty is publicized through advertisement on website of college and College Magazine.

FACULTY MEMBERS AS RESOURCES PERSONS

Name	Detials
Dr.Gurubasavaraj	Chairperson for the Technical Session in the National Seminar on the Topic ‘ Challenges in Rural Marketing’ organized by the Department of Business Administration

	and PG and Research Department of Commerce held on 20th February, 2014 at Bon Secours College for women, Thanjavur.
Dr.Gurubasavaraj	Moderator for the Technical Session in the National Seminar or the Topic 'Entrepreneurship: Small and Medium Scale Industries opportunities and Challenges' held on 3rd March 2012 at SFS College, Bangalore.
Mr.Raghavendra	Moderator for the Technical Session in the National Seminar or the Topic 'Entrepreneurship: Small and Medium Scale Industries opportunities and Challenges' held on 3rd March 2012 at SFS College, Bangalore.
Mr.Raghavendra	Co-chaired the technical session on Women empowerment and rural marketing in the national seminar held at Bon Secours College, Tanjavur.
Mr.Raghavendra	Resource person for re-orientation on Vth Semester B.Com new syllabus, conducted by Bangalore Univeristy.
Lt.Sampath Kumar	Resource person at Nazareth Primary and High School, Nerlore gate, Bangalore. Occasion: Investiture Ceremony on 9th June 2014.

Table 3.6 Guest Lectures Delivered by Faculty

Name	Institution	Period/Date	Area
Mr.K.M.Vinay Kumar	Suvidya College of Philosophy and Social Sciences, Bangalore	Since 2011	Micro and Macro economics, International economics, development economics, environmental economics, economic doctrines, Indian economy
Mrs.Kusuma	Suvidya College of Philosophy and Social Sciences, Bangalore	2012-13, 2013-14.	Journalism
Dr.Gurubasavaraj	RJS Institute of Management, Koramangala.		Accounting, Finance and Taxation

Dr.Gurubasavaraj	IFIM College, Electronic City, Bangalore		Accounting, Finance and Taxation
Mr.Ginson George	Suvidya College of Philosophy and Social Sciences, Bangalore	Since 2011	Psychology
Mr.Raghavendra	Sri Sai College for Women, Rajajinagar, Bangalore		Banking and Technology
Mr.Raghavendra	St.Annes College for Women, Millers Road		Research Methodology and Project Preparation for BBM Students
Mrs.Gayathri.R	St.Joseph's College for women	Inaguration of the association on	Importance of language and literature

3.5.4 List the broad areas and major consultancy services provided by the institution and the revenue generated during the last four years.

Following are the areas of consultancy services provided by the institution:

- Dr.Gurubasavaraj and Mr.Raghavendra of department of commerce and management are invited as resource persons by other colleges for national seminars and also as guest faculty.
- Mr.Jinson George of department of psychology is invited as resources person by Suvidya College of Philosophy and social sciences for handing subjects on Psycology.
- Mrs.Kusuma of department of Journalism is invited as resources person by Suvidya College of Philosophy and social sciences for handing subjects on Journalism.
- Mr.K.M.Vinay Kumar is invited as resources person by Suvidya College of Philosophy and social sciences for the handling environmental economics, economic doctrines, international economics, developmental economics etc.
- Our faculty members very frequently act as paper setters for theory exams as well as external examiners for practical subjects, not only in our own university but also in other institutes.

- Our faculty members are also the members of Bangalore University Council for Teachers and Bangalore University Teachers association of commerce and management. Hence they are invited for session organized by the University on curriculum design and revision.

For other areas of consultancy refer 3.5.3

Since the consultancy is done on honorary basis, no revenue has been generated.

3.5.5 What is the policy of the institution in sharing the income generated through consultancy (staff involved: Institution) and its use for institutional development?

There is not stated policy of the institution in sharing the income generation through consultancy, since the consultancy is done on honorary based.

3.6 Extension Activities and Institutional Social Responsibility (ISR)
3.6.1 How does the institution promote institution-neighborhood-community network and student engagement, contributing to good citizenship, service orientation and holistic development of students?

The College has established various associations, which encourage student engagement, contribution to good citizenship, service orientation and students holistic development.

Following are the associations in the college which promotes Institutional Social Responsibility among students:

- NSS
- NCC
- CSA
- Women's' Cell.
- DCA (Desalites Christians Association)
- Natures' Club.

The above mentioned associations have initiated number of extension activities to promote the service and holistic development of students.

3.6.2 What is the Institutional mechanism to track students' involvement in various social movements /activities which promote citizenship roles?

There are the following institutional mechanisms to track students' involvement in various social movements / activities which promote citizenship roles:

- NCC
- NSS
- CSA
- Natures' Club
- Womens' Cell.

At the beginning of the academic year all the associations prepared a detailed plan of acivities for the year. The Co-ordinators submit the annual report which helps in evaluating the extent of students' participation and the impact of the given activity.

The Clubs and associations that promote students' involvement in social movements and activities are co-ordinated by faculty members who guide the students. The purpose of is to instill the sense of social responsibility in them by bringing the students closer to the society.

3.6.3 **How does the institution solicit stakeholder perception on the overall performance and quality of the institution?**

The institution solicits stakeholder perception on the overall performance and quality of the institution through students, Parents, industry and Alumni.

- students' perception is obtained through their feedback on teachers and the institution as a whole through structured questionnaires;
- Parents' perception is obtained through interaction with them during Parent Teachers Meet and also during other occasions on need basis;
- Industry perception is obtained through through interaction with them during industry visits, guest lectures, workshops and campus placements;
- Alumni's perception is obtained through interaction with them at Alumni Meets and also at regular intervals through a structured questionnaire.

3.6.4 How does the institution plan and organize its extension and outreach programmes? Providing the budgetary details for last four years, list the major extension and outreach programmes and their impact on the overall development of students.

The College executes and regulates its extension activities through the departments, Associations and Clubs like NSS, NCC, CSA, Womens Cell and Nature Club. Following are some of the activities of the college:

- SFS college organized an NSS camp in Karpur Village of Anekal Taluk on 22nd March 2010. The Seven day camp was organized under Bangalore university's banner 'Healthy Youth for Healthy India'. The programme was designed to create awareness among the villagers as well as in our students. For this, the students had to work for the community where they resided. The whole week the students did shramadhan-voluntary work for the community at least for 4 hours regularly and had to educate the villagers utilizing the various talents they had.
- The DESMA (Desalites Management Association)- The second year students spent a day at a home for the mentally challenged run by the MC Sisters. The first year students spent a day with the HIV positive children at samarpanam. It was a spiritually enriching experience for each student as they could bring some joy and smile into the lives of the most deprived and neglected sections of society.
- Team Mission 5 at SFS College, hosted a one day blood donation camp in association with Vijayanagar Blood Bank on march 13, 2010. The donation camp says active participation more than 130 students and others. A total of 84 units of blood were collected. Each donor was awarded a certificate and a paper bag with a message – Say No to Plastic. The even say more than double the member of donor in the first blood donation camp.
- The Annual NSS camp was organized by SFS college on 9th January 2011 at Shivarapatna, Malur taluk, kolar district. The programme was orientated to help the villagers lead a cleaner, healthier and environment conscious daily life. The students led by inspirational coordinators, were urged to practice what they were going to preach. They worked tirelessly for 4 hours cleaning the village drains and removing the ubiquitous polythene bags. The students tried to inform and educate the people through creative and entertaining ways such as songs and skits on clean toilet habits, hazards of plastic and saving ground water.
- A blood donation camp was organized jointly by Mission 5 and NSS unit of SFS College on February 21. The number of volunteers who donated blood with the spirit of service to mankind was 136.
- On 30th October 2011, Dr.Shantaraju, NSS program officer along with few NSS volunteers were part of Cancer Awareness program, which was organized in Brigade road by HCG Hospital, and that create a world record, for initiating cancer awareness program and was successful with 6.5 lakh participants.

- NSS Annual special 7 day camp was organized in Chikkahosahalli, Anekal , which included the following activities :
  - Guest lecture on The role of students in obeying law and order by Mr.Kumar.K.P
  - Rally on forest protection.
  - A free health check up camp was organized with the support from Dr.Kumar, Health officer.
- On 20th December 2011, a One day blood donation camp was organized jointly by NSS, Mission 5 and NCC of CSA.The number of volunteers who donated blood with their generosity and the spirit of service to mankind were 190 and all together 115 units of blood were collected, which resembled the success of the camp.
- On 21st January 2012, NSS unit of SFS college organized free eye checkup camp in collaboration with Vasan Eye Care, Bangalore. The success of the camp was witnessed by the presence of 400 volunteers from Huskur, Hebbagodi, ananthanagar and bommasandra. The NSS unit, to extend the reach of the camp, took special effort of bringing the villagers from chikkahosahalli, and nearby villages.
- On 8th March 2012, few of the CSA Volunteers performed a STREET PLAY title 'Vimochana' with the theme of women empowerment. It left a message to the audience which goes 'woman must not accept, she must challenge.
- On 7th March 2012 around 30 students from DCA – Desalites Christian Association along with its coordinator visited snehadhan, an aids rehabilatition home. The Students were divided into different groups to do different services there like cleaning the surroundings, washing the toilets and corridors etc. Students enjoyed it and contributed their service to that home.
- On 7th November i.e on National Cancer Awareness Day, the NCC wing of SFS College arranged a Cycle Rally. It was 34 km to anekal. In chandapura village, the cadets interacted with the public regarding awareness of cancer, its causes and remedies and had a good response from the police officers and local leaders.
- On September 20, group A organized NCC, and 2 KAR BN conducted a blood donation camp. Some of the NCC Cadets donated their blood.
- NCC cadets of SFS college conducted a rally against harassment of women on 4th January 2013 and also 21 cadets participated in the pulse polio program in the month of January 2013.
- On 14th July 2012, a training on street play was organized on the theme 'drug addiction and equality in society'. It was staged by about fifty interested NSS volunteers.
- The NSS and CSA volunteers visited DESIRE SOCIETY (Caring for HIV/AIDS Children) and donated a sum of Rs.8000/- and also spent a good deal of time with children by entertaining them with several programs.

- On 19th march, blood donation camp was organized through Rashtrothnaha blood bank, jointly by NCC, NSS, CSA and altogether 99 units was collected.
- WYP DCA was part of the World youth parliament and visited cochin for the National Encounter. It is a forum where the youth of the world talks about bringing about a change in the world through their action.
- On March 7th and 8th March 2013, Womens' cell at SFS College organized guest lecture on Balance life and Work by Professional Counsellor Mrs.Joyoseelan for faculty members and for students on Health issues by Ms.Pramila Dorairaj
- St.Francis de Sales College raised its voice against the sexual harassment by conducting Rally from Hebbagodi to Huskur gate. It was inaugurated by Rev.Fr.Benny Jacob, the principal on 30-07-14. Students, faculty and management supported to bring awareness and educate neighborhood about the current buring issues where a six years child was sexual harassed with no kindness. This issue woke desalites to come forward and protest agaist it.
  The Rally was successful and 1000 students participated and showed their anxiety raising their voice.

3.6.5 How does the institution promote the participation of students and faculty in extension activities including participation in NSS, NCC, YRC and other National/International agencies?

The college promotes the participation of students and faculty in various schemes of Central and State Governments and various other NGOs in the following ways:

- During admission, the College ensures that the student is enrolled in at least one activity right at the time of admission.
- The College Calendar disseminates information regarding all the clubs and committees to facilitate them in their choice of activity.
- Counselling is provided by the faculty members to the students on various associations existing in the college.
- During the students bridge course/orientation programme, they are given complete awareness about the different associations and committees existing in the college and are encouraged to participate.
- Similarly, the faculty has meeting with principal in which it is asked to mention their interest in extension activities including participation in NSS,
  NCC, Womens' cell, natures' club and other National/ International agencies and duties are assigned accordingly.
- The college has DCA (Desalites Christians Association), Women's' Cell, Nature Club, to promote students' involvement in extension activities.

- Similarly notice boards and bulletin boards are used to disseminate the information on various extension activities conducted in the College.

3.6.6 Give details on social surveys, research or extension work (if any) undertaken by the college to ensure social justice and empower students from under-privileged and vulnerable sections of society?

Some of the important extension activities undertaken by the college to ensure social justice and empower students from under-privileged and vulnerable sections of society are follows:

- The NSS and CSA volunteers visited DESIRE SOCIETY (Caring for HIV/AIDS Children) and donated a sum of Rs.8000/- and also spent a good deal of time with children by entertaining them with several programs.
- The DESMA (Desalites Management Association)- The second year students spent a day at a home for the mentally challenged run by the MC Sisters. The first year students spent a day with the HIV positive children at samarpanam. It was a spiritually enriching experience for each student as they could bring some joy and smile into the lives of the most deprived and neglected sections of society.
- On 30th October 2011, Dr.Shantaraju, NSS program officer along with few NSS volunteers were part of Cancer Awareness program, which was organized in Brigade road by HCG Hospital, and that create a world record, for initiating cancer awareness program and was successful with 6.5 lakh participants.
- On 7th March 2012 around 30 students from DCA – Desalites Christian Association along with its coordinator visited snehadhan, an aids rehabilitation home. The Students were divided into different groups to do different services there like cleaning the surroundings, washing the toilets and corridors etc. Students enjoyed it and contributed their service to that home.
- On March 7th and 8th March 2013, Womens' cell at SFS College organized guest lecture on Balance life and Work by Professional Counsellor Mrs.Joyoseelan for faculty members and for students on Health issues by Ms.Pramila Dorairaj
- St.Francis de Sales College raised its voice against the sexual harassment by conducting Rally from Hebbagodi to Huskur gate. It was inaugurated by Rev.Fr.Benny Jacob, the principal on 30-07-14. Students, faculty and management supported to bring awareness and educate neighborhood about the current buring issues where a six years child was sexual harassed with no kindness. This issue woke desalites to come forward and protest agaist it.

The Rally was successful and 1000 students participated and showed their anxiety raising their voice.

3.6.7 Reflecting on objectives and expected outcomes of the extension activities organized by the institution, comment on how they complement students' academic learning experience and specify the values and skills inculcated.

The sole objective of all extension activities conducted by the institution is to inculcate the qualities of responsibility and service towards society. Following were some of the important activities that inculcated important values like love, affection, service, social responsibility, dedication in the student.

- On 21st January 2012, NSS unit of SFS College organized free eye checkup camp in collaboration with Vasan Eye Care, Bangalore. The success of the camp was witnessed by the presence of 400 volunteers from Huskur, Hebbagodi, ananthanagar and bommasandra. The NSS unit, to extend the reach of the camp, took special effort of bringing the villagers from chikkahosahalli, and nearby villages.
- The NSS and CSA volunteers visited DESIRE SOCIETY (Caring for HIV/AIDS Children) and donated a sum of Rs.8000/- and also spent a good deal of time with children by entertaining them with several programs.
- The DESMA (Desalites Management Association)- The second year students spent a day at a home for the mentally challenged run by the MC Sisters. The first year students spent a day with the HIV positive children at samarpanam. It was a spiritually enriching experience for each student as they could bring some joy and smile into the lives of the most deprived and neglected sections of society.

3.6.8 How does the institution ensure the involvement of the community in its reach out activities and contribute to the community development? Detail on the initiatives of the institution that encourage community participation in its activities?

The institution always ensures that the community is involved it its our reach activities and contribute to the community development. Following are some of the initiatives of the institution that encouraged community participation in its activities:

- Team Mission 5 at SFS College, hosted a one day blood donation camp in association with **Vijayanagar Blood Bank** on march 13, 2010. The donation camp says active participation more than 130 students and others. A total of 84 units of blood were collected. Each donor was awarded a certificate and a paper bag with a message – Say No to Plastic. The even say more than double the member of donor in the first blood donation camp.
- On 21st January 2012, NSS unit of SFS college organized free eye checkup camp in collaboration with **Vasan Eye Care, Bangalore**. The success of the camp was witnessed by the presence of 400 volunteers from Huskur, Hebbagodi, ananthanagar and bommasandra. The NSS unit, to extend the reach of the camp, took special effort of bringing the villagers from chikkahosahalli, and nearby villages.

3.6.9 Give details on the constructive relationships forged (if any) with other institutions of the locality for working on various outreach and extension activities.

The following constructive relationships have been forged with other institutions of the locality for working on various outreach and extension activities:

- NSS wing at SFS College functions in coordination with **Bangalore University.**
- In the year 2010, NSS wing at SFS College organized blood donation in association with **Vijayanagar Blood Bank,** Vijayanagar, Bangalore.
- In the year 2011, NSS wing at SFS College organized cancer awareness program in association with **HCG Hospital, Brigade Road**, Bangalore.
- In the year 2012, NSS wing at SFS College organized free eye checkup camp in collaboration with **Vasan Eye Care**, Bangalore.

3.6.10 Give details of awards received by the institution for extension activities and/contributions to the social/community development during the last four years.

Following are some of the awards received by the institution for extension activities during the last four year:

1 Best Cadet at Group Level was awarded to BSUO.Manesh.D with cash price of 5000/-
2 Best cadet of battalion was awarded to CSUO.Delorangam Hranbung

3 CSUO.Delorangam Hranbung attended Republic Day Camp at New Delhi in 2014 (PM Rally) and has attended paratraining course at Agra, UP (Represented Karnataka and Goa, Directorate)
4 Manesh.D attended All Indian Thal Sainik Camp (TSC) at New Delhi in 2012 and secured 1 Gold and 1 Silver Medal at All India Level for Judging Distance and Field craft and Battle Craft (FCBC), (Represented Karnataka and Goa, Directorate)
5 The NCC Officer at SFS College received DIRECT COMMIOSSION during July to september2013 PRCN/150DC 20 with rank lieutenant no. NCC/06110184 , commissioned on 2011 October 25th
6 The NCC Officer at SFS College received best platoon commander and best marching contingent 1st prize and awarded with Merit Certificate for Administration Duty.
7 The NCC Officer was awarded DG COMMODATION which is the top most award in NCC for ANO's issued by DG of NCC for the year 2013-14 for the service made to NCC.

3.7 Collaboration

3.7.1 How does the institution collaborate and interact with research laboratories, institutes and industry for research activities. Cite examples and benefits accrued of the initiatives - collaborative research, staff exchange, sharing facilities and equipment, research scholarships etc.

Currently, the institution does not have any collaboration with the research laboratories and institutes. However few certificate programs were introduced in collaboration with external institutes:

- The college in collaboration with Empower Pragathi Institute introduced certificate courses on retail management, banking and insurance for final year students under the initiative taken by Human Resource Department of India.
- The College introduced career counseling course in collaboration with VIST MIND for final year students.
- Certificate course on Stress Management was organized in collaboration with Narayana Hrudayalaya.
- Certificate course on Theatre performance was organized by the department of journalism in collaboration with kannada film director.
- Department of Computer science organized project certificate course on Dot Net in collaboration with the institutions like NIIT, Target Solutions, Mosiz-tec, segonsoft during the years 2010-11, 2011-12, 2012-13 and 2013-14 respectively.

3.7.2 Provide details on the MoU's/collaborative arrangements (if any) with institutions of national importance/other universities/ industries/Corporate (Corporate entities) etc. and how they have contributed to the development of the institution.

To enable the students to develop professional skills and qualifications, the College has been able to collaborate with the following external agencies in the last few years:

Institution	Program	Year	Beneficiaries
Aptec technologies	Oracle	2009-10	BCA and BSC students
NIIT	DotNet and J2EE	2010-11	BCA and BSC students
Target solutions	Dot Net	2011-12	BCA and BSC students
Mosiz-tec	Dot Net	2012-13	BCA and BSC students
Segonsoft	Dot Net	2013-14	BCA and BSC students
CEGONSOFT	Dot Net	2013-14	BCA and BSC students
Acting and Theater Performance	Acting and Theatre Performance	2013-14	BA Students
NSDC – Empower Pragathi (an initiative of Ministry of HRD, India)	Retail management, Banking and Insurance	2013-14	B.Com Students
Vista Mind	Career counseling course	2014-15	B.Com and BBM Students
Deccan Herald	Project on Sales Promotion	2014-15	B.Com, BBM, BCA and BA Students

The Collaborations with the above external agencies have assisted our students to acquire professional skills and qualifications and it turn has enhanced their competitive strength in the corporate world.

3.7.3 Give details (if any) on the industry-institution-community interactions that have contributed to the establishment / creation/up-gradation of academic

facilities, student and staff support, infrastructure facilities of the institution viz. laboratories / library/ new technology /placement services etc.

Following academic/infrastructure facilities were established and upgraded by the institute, which was the result of the suggestions and recommendations made by the industry and community:

- Women's Cell.
- Establishment of Digital Library.
- Establishment of Commerce and Language Lab.
- Security System (CCTV Cameras)
- Certificate Courses.

3.7.4 highlighting the names of eminent scientists/participants who contributed to the events, provide details of national and international conferences organized by the college during the last four years.

Name of the Seminar/Conference	Department	Eminent participants	Date
National Seminar on Entrepreneurship: Challenges and opportunities for inclusive growth	Department of Commerce and management	Prof.R.Venkatapathy (Director, Bharathiar School of Management and Entrepreneur Development), Dr.J.Alexander IAS, Former Chief secretary, Govt. of Karnataka, Dr.M.G.Krishnan, Former Registrar, Bangalore Univeristy.	16th March 2012
National Seminar on Entrepreneurship: Micro Small and Medium scale industries opportunities and challenges	Department of Commerce and Management	Prof.Mathew J.Manimala, IIM, Bangalore, Prof.Rajdeep Manwani, Dean, Department of commerce and management, Jain University, Prof.Bhagavan Srivinas Krishnaswami, GM,Talent transformation, Wipro Technologies.	3rd March 2012
National Seminar on Role of Women in Media	Department of Humanities	Dr.Palani Arangaswamy, Professor, Periyar Maniammai University, , Laxmi Murhty, Consulting editor, Himal southasian, Bangalore,	25th February 2011

		Padmaja Shaw, Professor, Hydrabad, Parvathi Menon, Bureau Chief, The Hindu, Bangalore	
National Seminar on 'Current trends in Advertising; targeting Adolescence- A psychological perspective	Department of Humanities	Dr.H.S.Eswara, Formariliy professor, chairperson and Dean, Faculty of Communication, Bangalore University, Dr.Vani, HOD, Department of Journalism, NMKRV College, Bangalore, Dr.Radhika Bapat, HOD, Department of Behavioural Science, Sahayadri Hospitals, Pune, Dr.Gireesh .K , Clinical Psycologist and Consultant, Dept. of health service, Govt. of Kerala, Dr.Tissy Mariam Thomas, Asst. Professor, Dept of Psycology, Christ Universty	15th March 2013
National Seminar on Latest trends in Information Technology	Department of Computer Science	Prof. Rajagopalan S, Head - IIITB Innovation Centre, **Dr. Raja Subramanian KRV,** Co-Founder & CEO of Radix Learning, Dr.Lilly Florence, Professor, Adhiyamaan College of Engineering, Hosur, Tamil Nadu, Dr. Arthi arya, HOD, PES School of Engineering	21st December 2011
National Seminar on The Dawn of the New Companies Act 2013 – Challenges and opportunities for corporate growth.	Department of Commerce and Management	Dr.Balvinder Singh, secretary, Indian commerce association, professor at guru nanak deve university, Dr.Ajay Kumar Singh, Professor, Department of commerce, sri ram college of commerce, New Delhi, Dr.M.Ramachandra Gowda, Professor and Chairman, Department of Commerce,	25th October 2013

		Bangalore university, Dr.S.Ramesh, professor and dean, dept of PG studies in commerce and management, mount carmel college, Bangalore, Dr.B.G.Bhaskara, Professor, Vivekananda degree college, Ex president of FTCCMK and BUTCCM	

3.7.5 How many of the linkages/collaborations have actually resulted in formal MoUs and agreements? List out the activities and beneficiaries and cite examples (if any) of the established linkages that enhanced and/or facilitated - (a) Curriculum development/enrichment: Internship/ On-the-job training, Summer placement, (b) Faculty exchange and professional development, (c) Research (d) Consultancy (e) Extension (f) Publication (g) Student Placement (h) Twinning programmes (i) Introduction of new courses, (j) Student exchange (i) Any other –

As mentioned in the point 3.7.2, the College has organized many certificate courses in collaboration with external agencies. However no major linkage/collaboration is initiated by the College, as we do not run Post Graduate Courses.

Efforts are made by the College to further enhance the initiatives on collaborations with external agencies for the benefit of the students and the faculty members as will.

3.7.6 Detail on the systemic efforts of the institution in planning, establishing and implementing the initiatives of the linkages/collaborations.

Kindly refer point number 3.7.2 and 3.7.5

CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES

CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Physical Facilities

4.1.1 What is the policy of the Institution for creation and enhancement of infrastructure that facilitate effective teaching and learning?

The qualitative enhancement of teaching-learning process in the institution is facilitated through extensive deployment of ICT, Wi-Fi enabled campus, high-speed internet connections, state-of-the-art AV rooms, smart classrooms, laboratories, computerized library and other support services.

4.1.2 Detail the facilities available for

a) Curricular and co-curricular activities – classrooms, technology enabled learning spaces, seminar halls, tutorial spaces, laboratories, botanical garden, Animal house, specialized facilities and equipment for teaching, learning and research etc.

The College is housed in an imposing, but user-friendly and spacious, building with every infrastructure. The Main building is a four storey structure with the Administrative wing, Principal's Chamber, and his Office, Staff rooms, retiring rooms, restrooms, seminar halls, conference room etc.

Class Rooms: The Classrooms are spacious, well furnished, with proper ventilation and lighting.

Library: The Library is stacked with the latest books on the disciplines offered for study at the College.

Digital Library: The Digital library is equipped with sufficient computers, study material, online books, videos and journals. The College plans to subscribe for the online journal and online library in near future.

Computer Laboratory: The Computer hands-on-experience laboratory is equipped with sufficient PCs and other paraphernalia.

Seminar and Conference Halls: The College is equipped with spacious and well furnished 5 seminar halls and 1 conference room.
Audio Visual Aids: The College is equipped with sufficient audio-visual facilities.

Details of the Academic Infrastructure

Facility	Number
Class rooms (Seating capacity 60-80)	38
Library	01
Computer Lab	01
Digital Library	01
Commerce Lab/Language lab	01
Business Lab	01
Psycology Lab	01
Seminar Hall	04
Conference Hall	02
Academics and BOE Office	01
Principals office	01
Vice principal's Office	01
Administrative office	01
Department staff rooms	05
Electronics lab	01
Visitors Room	01

Equipment for Academic Support

Details	Number
LCD Projectors	
Computers	87
Printers	09
Scanners	04
Fax Machine	01
Xerox Machine	04
Video Camera	
Still Camera	
Generator	01 (62 KV)
Laptops for common use	02
UPS	08
CCTV Camera	
Musical Instruments	
Amplifiers	

Landline extensions	03

4.1.2 (B) For extra curricular activities – Sports, outdoor and indoor games, gymnasium, auditorium, NSS, NCC, Cultural activities, Public Speaking, Communication skills development, yoga, health and hygiene etc.

Sports and Games : Considering the importance for building a robust health and to beef up physique which is a prerequisite for a healthy performing mind, adequate weight age has been accorded to both open field and indoor sports activities. A sports complex with built basket ball courts, volley ball courts and football and cricket grounds, provide the students for outdoor games while indoor provision has been made for the sake of conducting games like table tennis, chess, carom board etc.
The College organizes intra-collegiate and intercollegiate tournaments and sports meet, to give the students ample opportunity to develop their talents and skills.

Gymnasium: A well equipped Gymnasium managed by the College provides for the physical exercise requirements to stay fit and agile throughout. Gym is equipped with good equipments which are user friendly for the overall benefit of students.

Auditorium: Auditorium is well furnished and well equipped with sound system with a seating capacity upto 300.

Open Air: Open Air is spacious enough to accommodate up to 10000 people aprox.

Associations/Club Activities: The Associations and the Club activities of the College aim at providing a healthy diversion from studies and expose students to experience the non-academic dimensions and aspects of life. Taking an active part in these co-curricular activities helps the students to get intellectual and aesthetic experience besides training in organizational ability.

Following are Association active in the College:

- ACME: Association of Commerce for Managerial Excellence.
- Chaucer's Academy: The Association of the English Department.
- Cyber Spirits: The Association of the department of Computer Science.
- DeSMA: Desalite Management Association.
- Flair Press: The Association of the Journalism department.
- Halcyon Academy: The Association of the Psychology department.
- SFS Kannada Academy: The Association of the Kannada Department.
- SFS Hindi Academy: The Association of the Hindi Department.

Following are the Special Units in the College:

- SFSIQAC: St. Francis de Sales College Internal Quality Assessment Cell.
- Women's' Cell.
- NSS.
- NCC.
- CSA.
- Natures' Club.

Facilities for sports and games

Facility	Particulars	Number
Football/cricket/athletics	Shared area	01
Basket ball	Owned area	02
Shuttle Badminton	Owned area	
Indoor games (TT/Carom/Chess)	Owned area	01
Sports Office	Owned area	01
Throw ball	Owned area	01
Volley Ball	Owned area	01
Kabbadi	Owned area	
Kho Kho	Owned area	
Soft Ball	Shared area	

Facilities for co-curricular activities

Facility	Seating	Number
Open air	10,000 approx.	01
Auditorium	300 approx.	01
Seminar Hall	100 approx.	01
Language/Commerce Lab	23 approx.	01
Business Lab	100 approx.	01

4.1.3 How does the institution plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized? Give specific examples of the facilities developed/augmented and the amount spent during the last four years (Enclose the Master Plan of the Institution/ campus and indicate the existing physical infrastructure and the future planned expansions if any).

The availability of infrastructure and Academic Growth are based on the following strategic policies:

- Continuous improvement of infrastructure and learning resources.
- Optimum utilization of available infrastructure and learning resources.

Since its inception in 2004, St. Francis de Sales College has been keeping pace with the changing needs and requirements to meet its academic growth. To keep pace with the needs and requirements, additional infrastructure is being added from time to time. In the last few years, many buildings have been constructed/renovated. The details of the facilities which have been added are as under:

Particulars	2009-10	2010-11	2011-12	2012-13
Building	8623665	2002004	388916	129000
Furniture and Fixtures	515921	-	1311552	552515
Computer and Accessories	87446	375390	138812	318480
Laboratory Equipments	107200	74269	21375	-
Sports	-	-	1383582	515000

The College infrastructure is utilized for following extension activities:

- The College is an University examination centre tagged with neighboring colleges.
- The College infrastructure is also utilized for organizing inter and intra Collegiate cultural, literary and sports competitions.
- The facilities in the College are also being used for conducting add-on/certificate courses.
- The sports facilities are utilized by the neighboring institutions, corporate during weekends, holidays for organizing various sports events.
- The infrastructure is also used as examination centre for other Government examinations.
- The College infrastructure is also being utilized by SFS Evening College for conducting classes.
- The facilities are also utilized for conducting add-on/certificate courses, workshops and any other professional programmes even after the regular class hours.

4.1.4 How does the institution ensure that the infrastructure facilities meet the requirements of students with physical disabilities?

The College ensures that infrastructure facilities meet the requirement of the students with physical disabilities. The College is sensitive to the requirements of the differently abled students and provides friendly facilities. For differently-abled students, it is ensured that they don't have any physical impediments. The institution is committed to accommodate them on the ground-floor, especially front-seating arrangement, comfortable furniture, attendant facility. The library facility is provided to them at the ground floor. The students are given extra attention during the college internal examinations as well as the University examinations. They are helped by providing the seats on the ground floor and are also give extra time for writing the examination.

4.1.5 Give details on the residential facility and various provisions available within them: Hostel Facility – Accommodation available, Recreational facilities, gymnasium, yoga center, etc., Computer facility including access to internet in hostel, Facilities for medical emergencies, Library facility in the hostels, Internet and Wi-Fi facility, Recreational facility-common room with audio-visual equipments, Available residential facility for the staff and occupancy, Constant supply of safe drinking water and Security.

Hostel Facility: The College has its hostel, for both for boys and girl students. Arrangement for hostel facility is made for girl students, which is management by. The hostel has rooms for residential staff, set up in the hostel in such a way so that the resident staff can keep a watch on the security and safety of the inmates in the hostel.

Recreation facilities: Lush–green open space ground for out-door recreation and audio visuals aids (TV, music player, games, etc.) for in-door recreation are provided by the College. Arrangement for gymnasium hall is also made available.

Computer Facility including access to Internet in hostel: The college hostel is having a separate Computer room with internet facility. The girls are given two hours time, twice a day to use the facility to enrich their knowledge. This apart, the hostel campus is fully wi-fi enabled campus. The girls can access internet from their respective rooms.

Medical Facilities: The College and the hostel has complete arrangement for students in need of medical assistance. There is provision of a first aid/medical room with all the facilities required for medical assistance. The college has arrangement for a part time doctor. A multispecialty hospital located at a distance of not less half a kilometre caters to the needs for extended medical treatment.

Library: The college hostel has equipped reading room for extra reading and study (magazines, newspapers, periodicals, etc.). There is also study hour facility available to the hostel inmates.

Hygiene facilities: RO filtered drinking waters facility is provided to everyone in the campus.

Security: College has hired the best security personnel in Bangalore i.e Group4 Security Services for overall security concerns. The College also has internal security mechanism i.e. CCTV Cameras. Separate Watchman room facility has been made near the gate for security personnel. The College also has appointed one Staff for maintaining internal security.

4.1.6 What are the provisions made available to students and staff in terms of health care on the campus and off the campus?

The College has a health centre situated in the ground floor in which a doctor facility (from Narayana Health Centre) is provided on every Thursday. A multispecialty hospital located at a distance of not less half a kilometre caters to the needs for extended medical treatment. The College also has the first aid facility for any emergency medical assistance.

4.1.7 Give details of the Common Facilities available on the campus –spaces for special units like IQAC, Grievance Redressal unit, Women's Cell, Counseling and Career Guidance, Placement Unit, Health Centre, Canteen, recreational spaces for staff and students, safe drinking water facility, auditorium, etc.

The institute has the adequate facilities for all special units. Following table shows the various special units in the College

UNIT	LOCATION
Internal quality Assessment Cell	First Floor
Counselling and Grievance redressal cell	Ground Floor
Career Guidance and Placement cell	First Floor
NSS	Ground Floor
NCC	Ground Floor
Women empowerment cell	Ground Floor
Health Centre	Ground Floor
Auditorium	Ground Floor
Canteen and lunch area	
Chappel – spiritual activities	
Open Air	Ground Floor

4.2 Library as a Learning Resource

4.2.1 Does the library have an Advisory Committee? Specify the composition of such a committee. What significant initiatives have been implemented by the committee to render the library, student/user friendly?

SFS College LIBRARY PROFILE: INTRODUCTION

Library at SFS College is also named as 'KNOWLEDGE CENTER'

- Started in the year 2004, Knowledge center is a "Heart" of Our College. Teaching and learning system are supported by Knowledge Centre through reading material.
- Our Knowledge is well equipped with reference books, textbooks, journals, periodicals, newspapers etc.
- Knowledge Centre is situated in the main building of the College.
- Books are circulated through the counter.
- The total area of the Knowledge Centre is
- The Knowledge Centre is automated and we use KOHA software and follow open access system.

Vision

To support intellectual growth and critical inquiry, and to promote a continuing love of learning in a welcoming space where people choose to gather in the institution.

Mission:

St. Francis de Sales College is committed to excellence and innovation in undergraduate teaching, service, research and other scholarly activities. The Library supports this commitment by:

- Providing high-quality services that meet and exceed the expectations of a diverse user community;
- Using technology innovatively for the flexible delivery of services and resources to users;
- Selecting, acquiring, organizing, preserving and providing access to Knowledge Centre materials and resources;
- Supporting professional development and training opportunities for Knowledge Centre staff;
- Providing the physical facilities and the technical infrastructure that enhance the learning and research environment;

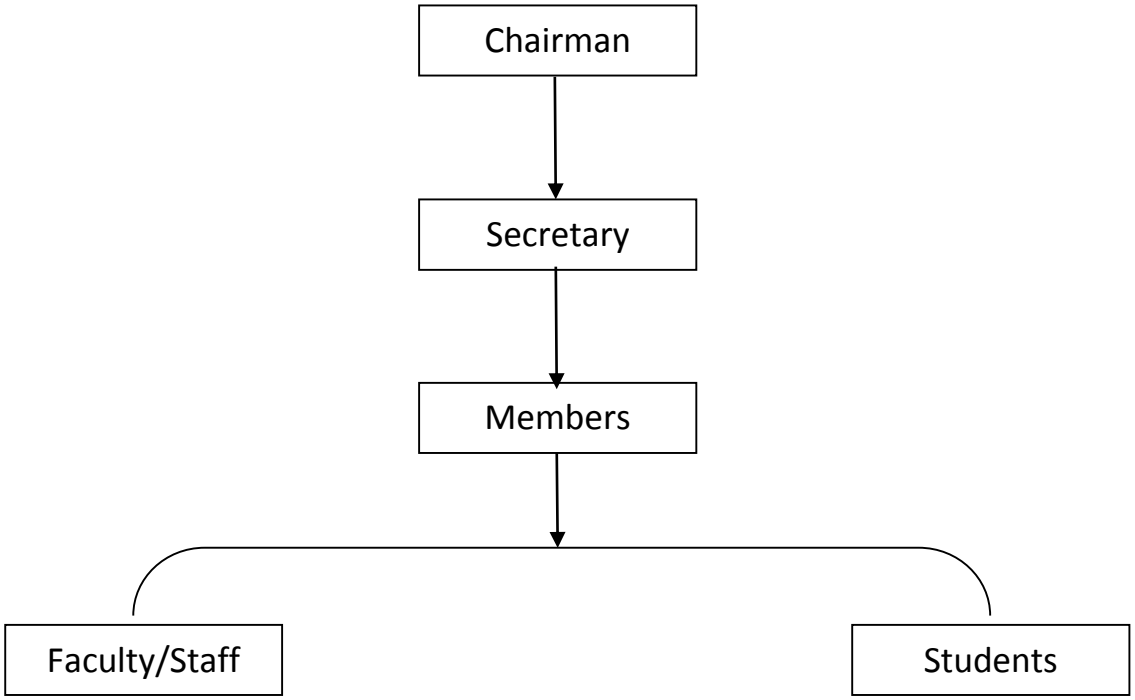
- Creating a climate where staff are approachable and users receive individual attention and a positive learning experience; and,

The Knowledge Centre is committed to providing users with the tools required for independent critical thinking and life-long learning.

Objectives of Knowledge Centre;

- To Providing a student-centered learning environment that delivers information and services to its users where and when they need it;
- Promoting creative and critical thinking through information literacy;
- Developing and maintaining collections in support of the academic pursuits of the university;
- Establishing itself as a leader in information management;
- Fostering a work-place culture where Knowledge Centre staff are valued for their knowledge and contributions and are both forward-looking and responsible to the College's needs in the rapidly changing information environment.

KNOWLEDGE CENTRE: ADVISORY COMMITTEE



Constitution and Function

I. The Committee shall consist of the following members :
- The Principal of the College nominated as the Chairman.
- Head of the Department from each department.
- 2 Student representatives from each department.
- Librarian – Member Secretary.

II. In addition to the composition specified in (I) above, the Chairman of the Committee may make an additional nomination to the Committee.

III. Faculty members on the Committee other than its Chairman shall serve on the Committee for 3 years. However, student-members shall serve for one year only.

IV. The Committee members meet twice in a year, wherein the proposal of new addition to the stack is considered, rules and regulations of the knowledge centre and daily issuing etc are formed.

The Knowledge receives the fund from the College budget and the Committee guides to use the fund judiciously.

KNOLEDGE CENTRE ADVISORY COMMITTEE:

1. Rev. Fr.Benny Jacob : Chairman.
2. Mrs. Deena Dayalini : Secretary.
3. Mrs. Mamatha.K : Member.
4. Mrs. Maya Mathew : Member.
5. Mrs. Rajashree : Member.
6. Mrs. Liminy Mathew : Member.
7. Mrs. Kusuma : Member.
8. Mr. Jinson George : Member
9. Mrs. P.S.Geetha : Member.
10. Dr.Shantharaju : Member.
11. Student Representatives

4.2.2 Provide details of the following:

PARTICULARS	**REMARKS**
Total area of the library	**8436 Sq. ft.**
Total seating capacity	**100**
Working hours daily	**9:00 am to 4:30 pm**
Before examamination days	**9:00 am to 4.30 pm**

During Examination days	**9:00 am to 5:00 pm**
Vacations	**Closed**
National holidays and Holidays as per BU Calender	**Closed**
Layout of the library	**Plan attached**

4.2.3 How does the library ensure purchase and use of current titles, print and ejournals and other reading materials? Specify the amount spent on procuring new books, journals and e-resources during the last four years.

The Library committee circulates a notice and requisitions for books are collected from all the faculty members with reference to new syllabi and current needs of the students. Further the library in charge arranges for the purchase of required books. The College makes necessary arrangements for the purchase of the books during book fairs at a discount price for faculty members.

Table 4.6: Amount Spent on Procuring Library Resources

Year	Books	Journals	Magazines
2009-10	77596	7095	6778
2010-11	115254	21520	3561
2011-12	117925	22448	3100
2012-13	252977	29874	6558
2013-14	201325	35830	4074

4.2.4 Provide details on the ICT and other tools deployed to provide maximum access to the library collection.

OPAC(Online public access catalog)	Yes
Electronic Resource Management package for e-journals	Subscription in Process
Federated searching tools to search articles in multiple databases	No
Library Website	No
In-ho use/remote access to e-publications	No
Library automation	Yes
Total number of computers for public access	45
Total numbers of printers for public access	One

Internet band width/ speed □ 2mbps □ 10 mbps □ 1 gb (GB)	4 mbps
Participation in Resource sharing networks/consortia (like Inflibnet)	Subscription in process

4.2.5 Provide details on the following items:

Average number of walk-ins	200-300
Average number of books issued/returned	100-150
Ratio of library books to students enrolled	
Average number of books added during last three years	
Average number of login to OPAC	
Average number of login to e-resources	NIL
Average number of e-resources downloaded/printed	NIL
Number of information literacy trainings organized	Infromation Literacy Training is given during Student Bridge Course Programme, which is organized every year.
Details of "weeding out" of books and other materials	

4.2.6 Give details of the specialized services provided by the library

Manscripts	NIL
Reference	
Repography	1 photocopying machine
ILL (Inter Library Loan Service)	NO
Information deployment and notification (Information Deployment and Notification)	Through Circulars and Notice Board
Download	
Printing	Facility is provided
Reading list/ Bibliography compilation	Under Librarian
In-house/remote access to e-resources	Subscription in process
User Orientation and awareness	Information Literacy Training is given during Student Bridge Course Programme, which is organized every year.
Assistance in searching Databases	OPAC

4.2.7 Enumerate on the support provided by the Library staff to the students and teachers of the college.

The Library provides the following support services to the students and teachers of the College:

- New Arrival Display.
- Reference resources, dictionaries, encyclopedias, Handbook.
- Syllabus, Project reports and question papers.
- Organization of Book exhibition.
- Collection of books, Journals and CDs.
- Print/photo copying facility.
- Online KOHA Software system.
- Best User Library User Award to the students.
- Friendly support of the library staff.

4.2.8 What are the special facilities offered by the library to the visually/physically challenged persons? Give details.

Library is located on the ground floor which is very convenient to physically challenges persons to approach. The physically challenged students are given first priority for issuing the books. At present the Library has CDs and DVDs for visually/physically challenged persons. They are also assisted by the staff which provides them books or study material.

4.2.9 Does the library get the feedback from its users? If yes, how is it analyzed and used for improving the library services. (What strategies are deployed by the Library to collect feedback from users? How is the feedback analyzed and used for further improvement of the library services?)

The Library gets the feedback from its users in following ways:

- Suggestion box is installed in the Library.
- The suggestions are deliberated in the meetings during Library committee meetings.
- Library has also introduced standardized questionnaire for student feedback on library services.
- Suggestions are also received through the alumni feedback forms.
- Suggestions are also taken from the faculty members during staff meetings and accordingly communicated to the library.
- Suggestions are also collected in the Student Council Meetings.

The suggestions are promptly analysed during the library committee meetings and initiatives are taken to improve the library services.

4.3. IT Infrastructure

4.3.1. Give details on the computing facility available (hardware and software) at the institution.

1	Number of computers with Configuration (provide actual number with exact configuration of each available system)	
2	Computer-student ratio	
3	Stand alone facility	
4	LAN facility	
5	Licensed software	
6	Number of nodes/ computers with Internet facility	

The following are the details of the computing facilities in the institution:

- Total Number of Computers - .
- Processor:
- Operating System:
- Hard Disk Capacity:
- Random Access Memory:
- Computer-student ratio
- Stand alone facility
- LAN facility-
- Licensed software –
- Number of nodes/ computers with Internet facility -
- LCD monitors –
- Laptops –

4.2. Detail on the computer and internet facility made available to the faculty and students on the campus and off-campus?

All the departments have computer facility for specific use with internet facility. The teachers liberally take help of the ICT resources to enrich their prescribed curriculum with the help of internet. Faculty members are provided with computers with internet browsing facility for preparation of teaching/learning materials in their respective departments. The college also has seminar halls equipped with projectors and are available as and when requested by particular teacher. Internet facility is provided in

the Library to faculty members for learning materials. Also the faculty is provided with Audio-Visual aids which facilitate multimedia teaching.

4.3.3. What are the institutional plans and strategies for deploying and grading the IT infrastructure and associated facilities?

SFS College spends considerable amount in deploying and up grading the IT Infrastructure and associated facilities. The College has completely upgraded the computer lab with latest versions. The College has also established commerce lab, language lab and digital library with 68 computers in total. All the departments are provided with desktop computers along with internet facility.

College plans to further upgrade digital library through subscription to online journals and online library. The College also plans to completely furnish the department seminar halls with inbuilt audio visual facility.

4.3.4. Provide details on the provision made in the annual budget for procurement, up gradation, deployment and maintenance of the computers and their accessories in the institution.

The following table provides the details of the funds spent on computers and accessories in the last four years.

Table 4.7: Funds Spent on Procuring Computers and Accessories

Details	2009-10	2010-11	2011-12	2012-13	2013-14
Computers and Accessories	390006	375390	138812	318480	1358855

4.3.5. How does the institution facilitate extensive use of ICT resources including development and use of computer-aided teaching/ learning materials by its staff and students?

The Institution facilitates extensive use of ICT resources including development and use of computer-aided teaching/learning materials by its staff and students in following ways:

- The College has completely upgraded the computer lab with latest versions with 51 systems in total. The College has also established commerce lab, language lab and digital library with 68 computers in total for promoting computer aided teaching/learning for both faculty members and the students.

- All the departments are provided with desktop computers along with internet facility which has facilitated in effective teaching/learning process in the College.

- College plans to further upgrade digital library through subscription to online journals and online library.

- The College also plans to completely furnish the department seminar halls with inbuilt audio visual facility.

4.3.6. Elaborate giving suitable examples on how the learning activities and technologies deployed (access to on-line teaching - learning resources, independent learning, ICT enabled classrooms/learning spaces etc.) by the institution place the student at the centre of teaching-learning process and render the role of a facilitator for the teacher.

SFS College believes that, ICT in teaching favors several teaching and learning processes. In particular, we believe that ICT should be integrated in the teaching learning process as an innovative factor.

The College not believes in modernizing the technological tools, but also to change the teaching models: the teacher‘s role, issues regarding classroom organization, the teaching and learning processes, and the interaction mechanisms.

The learning activity at SFS College is facilitated by use of Projectors, Commerce lab, language lab, computer lab, and extensive ICT literacy. The College also organises certificate course on basics in computer applications to create awareness on computerization among the students. The Department of Computer science organises workshops, seminars and certificates on computer technology like networking, software engineering, Dot Net, oracle etc.

4.3.7. Does the Institution avail of the National Knowledge Network connectivity directly or through the affiliating university? If so, what are the services availed of?

The institution is in the process of subscribing to National Knowledge Network connectivity. College plans to further upgrade digital library through subscription to online journals and online library.

4.4. Maintenance of Campus Facilities

4.4.1. How does the institution ensure optimal allocation and utilization of the available financial resources for maintenance and upkeep of the following facilities:

The management ensures that enough funds are allocated and then utilized for the maintenance. The details of the budget allocated during the last four years are as under:

Table 4.8: Funds Spent on Maintenance and Upkeep

Particulars	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15
Building	8623665	2002004	388916	129000		
Furniture and Fixtures	515921	-	1311552	552515		
Computer and Accessories	87446	375390	138812	318480	1358855	
Laboratory Equipments	107200	74269	21375	-		
Sports	-	-	1383582	515000		
Library	-	-	-	346890	570496	2329361

4.4.2. What are the institutional mechanisms for maintenance and upkeep of the infrastructure, facilities and equipment of the college?

- **Maintenance of infrastructure, facilities and equipment:** The Financial Administrator oversees and monitors the overall maintenance and of the infrastructure, facilities and equipment of the College in coordination with the Principal of the College.
- **Upkeep of the Infrastructure, facilities and equipment of the college:**
  - The College has sufficient number of ministerial staff to maintain the cleanliness in the campus.
  - The College has in place professional gardeners to maintain the lush green campus.
  - The College also has in place a separate staff to maintain internal security.
  - The Security supervisor and the guards ensure the safety and security of the campus and the people.
  - Qualified electronics and computer technician is available on the campus.

- The College also has in place CCTV cameras to ensure internal security.
- The Computer lab and other ICT equipment in the college is maintained by Royal Technologies.

Table 4.9 depicts the number of staff permanently employed for maintenance.

PARTICULARS	**NUMBER OF STAFF**
Cleanliness	
Computers , electronic equipment and Lab assistance	03
Safety and security	
Garden maintainance	02

4.4.3. How and with what frequency does the institute take up calibration and Other precision measures for the equipment/instruments?

The Calibration and other precision measures for the equipment/instruments is done on an annual basis systematically. Day to day maintenance is carried out by the staff appointed for cleaning and maintenance of the building. The College has a team of qualified technical staff for maintaining computers and networking facilities. Some of the members are stationed in the campus so that they are available at short notice. The College has a Manager (ICT) for the maintenance of the computers and networking facilities of the entire campus.

4.4.4. What are the major steps taken for location, upkeep and maintenance of sensitive equipment (voltage fluctuations, constant supply of water etc.)?

The College has taken following steps for location, upkeep and maintenance of sensitive equipment:

- To ensure the constant supply of electricity, the college has placed in 62 KV generators.
- To ensure the constant supply of water, we have a multipurpose water tank which is used for both for rain water harvesting facility and to extract water from the main tank that is connected to bore well.
- Fire extinguishers are also installed at strategic locations.
- The college has placed in 10 CCTV cameras in some strategic locations.
- To ensure the constant supply of drinking water, college has a permanent vendor that supplies RO purified water to the entire college.

CRITERION V: STUDENT SUPPORT AND PROGRESSION

CRITERION V: STUDENT SUPPORT AND PROGRESSION

5.1 Student Mentoring and Support

5.1.1 Does the institution publish its updated prospectus/handbook annually? If 'yes', what is the information provided to students through these documents and how does the institution ensure its commitment and accountability?

The College provides the information to all the stakeholders through following modes:

Prospectus: The Colleges publishes the prospectus at the beginning of the academic year with following information:

- Vision and Mission
- Core values of the College
- Facilities in the Campus
- Admission Process
- Fee Regulations
- Courses of Study
- Training Methodology
- Residential Facilities

College Calendar: At the beginning of the every academic year, IQAC and all the HODs and Coordinators meet for academic year planning. The academic year planning is intimated to the faculty and students through a structured College Calendar.

The College Calendar contains the following information:

- Vision, Mission and Core Values.
- Principal's Message
- History of the College
- About the Campus and Campus culture
- Facilities provided in the Campus like classrooms, library, digital library, computer lab, sports and games, gymnasium, parking, bank, hostel etc.
- Admission procedure, regulations on fee payment and issue of certificates.
- Courses of study in the College.
- Details on certificate courses/Value add on courses.
- Students' holistic augmentation activities.
- Associations/club activities in the college.

- About the students council and its objectives.
- Alumni association
- Women empowerment cell
- Exposure to organization skills
- National Cadet Corps (NCC)
- National Service Scheme (NSS)
- Regulation for prevention and control of ragging, antiragging cell.
- Centre for career guidance and placement
- Counseling centre
- Library
- General rules and regulations on discipline in the campus
- Qualifications required to appear for University examinations.
- Attendance and academic progress.
- Internal Quality Assessment Cell (IQAC)
- Board of Examination (BOE)
- Board of Studies (BOS)
- Human resource department
- Library Advisory Committee
- Health Centre
- Natures' club
- Centre for Social Action
- Awards and events.
- Details of Faculty and Administration.
- Calendar events for the academic year.

College Annual Magazine: Every year college publishes magazine 'VISTA' and is issued to all the students and faculty members. VISTA contains the report on all the happenings in the college for that particular academic year.

Department Magazine and News letter: Department of Management and department of English publish annual magazine and newsletter 'Resonance' and 'Interface' respectively. It contains the information and reports on department events organized in and outside the college.

College Website: The College website contains the comprehensive information about the college which is maintained by a professional agency. It contains the following information:

- College history, vision, mission and core values.
- Courses of study, facilities, associations and events information.
- Admission, College calendar, contact details and online applications.
- National seminar details.

- Quick Links contains information on Time table, alumni, question bank, announcements, rules and regulations, control of ragging, awards and endowments.

5.1.2 Specify the type, number and amount of institutional scholarships / freeships given to the students during the last four years and whether the financial aid was available and disbursed on time?

'Try not to become a man of success try to become a man of value,' urged Albert Einstein. To provide financial incentives to deserving students, the college has instituted the following endowments: Maina Rose endowment for the academic topper, Prof.Shanthinath Desai best outgoing student award Mrs.Papamma endowment award for course toppers in B.Com and BBM and Chenga Reddy endowments for course toppers in BA and BCA.

Apart from various governmental scholarships to deserving students, the college also gives financial aids in the form of fee reducation and sometimes free education for the benefit of economically backward students, students with excellent sports and cultural background.

Table 5.1 Scholarships from Government and SFS College

Scholarships	**Year**				
	2010-11	**2011-12**	**2012-13**	**2013-14**	**2014-15**
Government and other agencies	60356	43620	46900	70951	Yet to be Disbursed
Financial aid by SFS College	500000	600000	718621	268167	186700
Merit Scholarships (Endowments)	DNA*	DNA*	6750	4500	Yet to be Disbursed
Freeships	DNA*	DNA*	140000	151800	814320
Total	**560356**	**643620**	**912271**	**495418**	**1001020**

***Data Not Available**

5.1.3 What percentage of students receives financial assistance from the state

government, central government and other national agencies?

The College believes in upliftment of the rural youth and weaker sections of the society of nearby villages and students at large. The College caters to the academic needs of the students belonging to the rural and financial weaker sections. The College provides financial assistance to these students that are issued by the central, state government and other agencies and the College as well. Around 20-30% of the students receive the benefit of the various scholarships provided by the College.

5.1.4 What are the specific support services/facilities available for:
Students from SC/ST, OBC and economically weaker sections, Students with physical disabilities, Overseas students, Students to participate in various competitions/National and International, Medical assistance to students: health centre, health insurance etc., Organizing coaching classes for competitive exams, Skill development (spoken English, computer literacy, etc.,), Support for "slow learners," Exposures of students to other institution of higher learning/ corporate/business house etc., Publication of student magazines.

The institution is committed to the upliftment of rural youth and economically weaker sections of the society. The institution for this purpose provides the following support facilities to its students:

Students from SC/ST, OBC and economically weaker sections:

- SC/ST, OBC and the economic weaker students are identified during the process of the admission only and scholarships are disbursed accordingly. Besides the Central Govt., the State Govt., and the University sponsored scholarships and concessions are also given to such students.
- The College also the economically weaker students to pay the College fee in instalments, which is the institutions' criterion to determine the economic backwardness.
- In addition to this, fees is waived off for the economically weaker students for various personality development courses, competitive exams and certificate courses.

Students with physical disabilities:

- The college ensures that infrastructure facilities meet the requirement of the students with physical disabilities. For differently-abled students, it is ensured that they don't have any physical obstruction. The institution is committed to accommodate them on the ground-floor for their classes.

- They are provided front-seating arrangement, comfortable furniture and attendant facility. Library is located on the ground floor which is very convenient to physically challenges persons to approach.
- The physically challenged students are given first priority for issuing the books. At present the Library has CDs and DVDs for visually/physically challenged persons. They are also assisted by the staff which provides them books or study material.

Overseas students:

- The institution does not differentiate the students based on the national boundaries. The College extends its services to the overseas students similar to that of Indian nationalities. But some additional assistance is given to them, as they are foreign nationals.
- Admission is given to them as per the university guidelines and security clearance.
- Additional assistance is provided to late admissions.
- College also gives the additional assistance to those who are not eloquent in English language through special classes.
- Special care is given in counselling and mentoring the overseas students.
- The College also offers a course on spoken English to all the students that include even foreign students, which is organized by the department of English.
- The college also provides the assistance towards residential permit.
- Special care is taken to meet their food requirements in the college canteen.

Students to participate in various competitions/National and International/ Organizing coaching classes for competitive exams:

- The College organises numerous competitions both at intradepartmental level, intercollegiate level, university level and state level that provide ample opportunities to all the students to participate.

Following is list of event organised by the College:

Prathibha: Intra collegiate cultural fest.
Ethnic Day: Celebration of unity in diverse cultures.
Athenia: Intra collegiate sports fest.
Razzmatazz -: All India Inter Collegiate cultural fest
Igneous: All India inter collegiate and industries sports fest.
Inter collegiate soft ball tournament.

- The students who participate in the intercollegiate competitions organized by other institutions are given travelling allowances, food allowances and are also given attendance.
- The College has deputed professional coaches for the events football, basketball volleyball, kabbadi, softball, kho kho, table tennis.
- The student achievers are given recognition by displaying on the notice board, by congratulating them during the assembly, publishing in the college annual magazine and also during College day.
- The College also organizes courses on career counselling, on competitive examination, aptitude test examinations etc in collaboration with external agencies.

Medical Facilities:

- The College and the hostel has complete arrangement for students in need of medical assistance. There is provision of a first aid/medical room with all the facilities required for medical assistance.
- The college has arrangement for a part time doctor. A multispecialty hospital located at a distance of not less half a kilometre caters to the needs for extended medical treatment.

Skill development (Spoken English, computer literacy, etc.)

- The college regularly conducts Personality Development Programmes to enhance communication skills and overall personality of the students. The college also invites Guest speakers from the industry which provides regional and global employment opportunities for the students.
- This besides the college offers a course on Basics in Computer Applications to all the students taking admission in the first year. This has really helped the students learn the basics of the computer language.

Support for "slow learners"

- The students who are slow in their learning or if their grasping power is not upto the mark, the faculty members identify such students at the beginning of the session. For them the institution conducts remedial classes in different subjects to enhance their skills and competence.
- Enrichment courses are also conducted to improve the knowledge and skills of the students'

Publication of student magazines

- The College publishes magazines at two levels i.e at college level, the annual magazine 'VISTA' is published for which both faculty and students are

enrolled in the editorial board. This enhances the artistic skills and creativity of the students. The College annual magazine also good articles from students as well.

- Department of Management and Department of English also publish the annual news letter/magazine 'Resonance' and 'Interface' respectively. The editorial board of these magazines also considers student participation in it, to enhance their creativity and artistic skills.

Certificate/enrichment courses organized by SFS College

Institution	Program	Year	Beneficiaries
Aptec technologies	Oracle	2009-10	BCA and BSC students
NIIT	DotNet and J2EE	2010-11	BCA and BSC students
Target solutions	Dot Net	2011-12	BCA and BSC students
Mosiz-tec	Dot Net	2012-13	BCA and BSC students
Segonsoft	Dot Net	2013-14	BCA and BSC students
CEGONSOFT	Dot Net	2013-14	BCA and BSC students
Acting and Theater Performance	Acting and Theatre Performance	2013-14	BA Students
NSDC – Empower Pragathi (an initiative of Ministry of HRD, India)	Retail management, Banking and Insurance	2013-14	B.Com Students
Vista Mind	Career counseling course	2014-15	B.Com and BBM Students
Deccan Herald	Project on Sales Promotion	2014-15	B.Com, BBM, BCA and BA Students

Bridge Course details for the first year organized by SFS College

Year	**Topics Covered**	**Number of students benefited**
2014-15	Writing Skills, Basic Grammar, Asking and taking message, writing – Giving	262

	directions, Soft Skills, Presentation Skills.	
2014-15	Basics in Accounting	
2013-14	Personality Development, English, Physical education, Library, NCC.	172

Department	Industry/institution	Year
Department of B.Com and BBM	Sancera, Bommasandra	2005-06
Department of Management – BBM	MRO TEK –BBM Ist Year Bangalore Dairy – BBM 2nd Year	2009-10
Department of Management –BBM	BEML, Mysore	2011-12
Department of Computer Science	Infosys Technologies Ltd, Bangalore	2011-12
Department of Management	Bill Forge, Bommasandra	2012-13
Department of Computer Science	Vivesvaraya Industrial and Technological Museum, Bangalore	2012-13
Department of Humanities – Journalism	All India Radio and Doordarshan	2013-14
Department of Humanities – Psycology	AIDS – NGO	2013-14
Department of Management-BBM	Deccan Herald, Bangalore	02-08-2014

List of College In house publications

Magazine	Type	Period	Objective
Vista	**College Annual**	**Yearly**	**Summary of the College curricular and cocurricular activities**
Resonance	**The New bulletin, in house (department of Management)**	**Yearly**	**Summary of the department activities**

Interface	**New Bulletin, Inhouse – Department of English**	**Yearly**	**Summary of the Department activities**

5.1.5 Describe the efforts made by the institution to facilitate entrepreneurial skills among the students and the impact of the efforts.

The institution takes considerable initiatives to facilitate entrepreneurial skills among the students. Following are some of the initiatives:

- The department of commerce and management organizes national seminars/workshops oriented towards entrepreneurship development. For example the department of commerce and management organization national seminars on entrepreneurship titled 'Entrepreneurship: Challenges and opportunities for inclusive growth' in the year 2011 and a national seminar on 'Entrepreneurship: Micro Small and Medium Scale Industries: Opportunities and Challenges' in the year 2012. These seminars contributed to a great extend in inculcating entrepreneurial skill in our students.
- At department also steps are taken to develop entrepreneurial skills among students. For example to inspire, motivate and to enable our students to give expression on their entrepreneurial dreams, the Department of Management organized a presentation competition on the topic 'Young Turks' – The Less known entrepreneurs of India' on 28th October 2010 at SFS College.
- At the college level and at the department level competitions are organized on the events like best manager, product launch, business plan, etc to inculcate the entrepreneurial skills among the students.
- The College also organizes industrial visits, guest lectures by eminent industrialists for the students to give them hands on experience on entrepreneurial activities.
- The College plans to establish an Entrepreneurship Cell in the near future.
- Further to inculcate entrepreneurial qualities in our students, many events in the college like management fests, cultural fests, sports fests etc are organized by the student committees. .

5.1.6 Enumerate the policies and strategies of the institution which promote participation of students in extracurricular and co-curricular activities such as sports, games, quiz competitions, debates and discussions, cultural activities etc. Sports and Games

The Institution has clear cut policies and strategies which promote participation of students in extracurricular and co-curricular activities among the students.

- **Through Associations/Club activities:** The Associations and the Club activities of the College aim at providing a healthy diversion from studies and expose students to experience the non-academic dimensions and aspects of life. Taking an active part in these co-curricular activities helps the students to get intellectual and aesthetic experience besides training in organizational ability.
  Following are associations to promote both curricular and co-curricular activities among students:

- DeSMA: Desalite management association.
- Cyber Spirtis: The association of the department of computer science.
- Flair Press: The Association of the department of journalism.
- Chaucer's academy: The association of the department of English.
- Halcyon Academy: The association of the department of psychology.
- ACME: Association of commerce for managerial excellence.
- SFS Kannada academy: The association of the kannada department.
- Hindi Academy: The association of the hindi department.
- Amizade: The association of old students.
- Natures' Club
- Womens Cell
- NSS
- NCC
- CSA

- **Through Sports, Games and Cultural Competitions:** The College also ensures the students participation through the sports, games and cultural competitions organized in and outside the college.
  The college organizes the following inter and intracollegiate sports and cultural competitions.

  Following is list of event organised by the College:

  - Prathibha: Intra collegiate cultural fest.
  - Ethnic Day: Celebration of unity in diverse cultures.
  - Athenia: Intra collegiate sports fest.
  - Razzmatazz -: All India Inter Collegiate cultural fest
  - Igneous: All India inter collegiate and industries sports fest.
  - Inter collegiate soft ball tournament.

- **Additional academic support, flexibility in examinations**

The College also provides additional academic support, flexibility in following ways:

- Bridge course programs.
- Remedial Classes.
- Certificate/add-on courses.
- Library and Digital library.
- Internal and Model examinations.

Table 5.9 List of Department Fests

Name of the Department	Event	Nature	Events
Commerce	ComVision	Intercollegiate	Quiz, product launch, collage, treasure hunt etc
Commerce	ACME Competitions	Intradepartmental	Best Management team, product launch, painting, debate etc
Computer Science	Match of Microns	Intercollegiate	Technical quiz, paper presentation, web designing, coding and debugging etc
Management	Transcend	Intercollegiate	Best manager, business plan, adzap etc
Management	DESMA competitions	Intradepartmental	PPT presentation, product launch
Management	DESMA Competitions	HR and Finance Club activities – Intra department	PPT Presentations and workshops

5.1.7 Enumerating on the support and guidance provided to the students in preparing for the competitive exams, give details on the number of students appeared and qualified in various competitive exams such as UGC-CSIR- NET, UGC-NET, SLET, ATE / CAT / GRE / TOFEL / GMAT / Central /State services, Defense, Civil Services,
etc.

The institution provides the adequate support and guidance to the students in preparing for competitive exams. The institution takes following initiatives to guide the students:

- The College has a separation section for Competitive examinations in the Library.

- The College library subscribes for weekly employment news paper.
- Aptitude tests are organized by the College in collaboration with external agencies.
- The Career guidance and placement cell intimates the students regarding various competitive examinations.
- Guest lectures and talks are invited to give students awareness on various competitive examinations.
- The College also organizes courses on aptitude tests, vocabulary, and reasoning in collaboration with the external agencies to assist the students in attending various competitive examinations.

Year	Appeared in.	Admitted to MCA	Admitted to MBA
2013-14			
2012-13			

5.1.8 What type of counseling services are made available to the students (academic, personal, career, psycho-social etc.)?

The Counselling services at SFS College are made available at three levels:

- **Academic Counselling:**

At the admission, the students are assisted by the faculty members in choosing a right course. They are informed about the scope and nature of the various subjects that form the syllabus. Once the students are admitted, they are guided, counselled, regulated and monitored by the respective Class mentors. The mentors direct the students to the counselors if psychological support is required.

- **Career Counseling:**

Keeping in mind the requirements of industry, the placement cell at SFS College designs programs that equip the students with learning competencies and skills that set them apart from the rest. The organizes personality development programs to assist the development of students with balanced set of Soft and technical skills, with a positive attitude to life. The Career guidance and placement cell intimates the students regarding various competitive examinations. Guest lectures and talks are invited to give students awareness on various competitive examinations. The Cell also organizes courses on aptitude tests, vocabulary, and reasoning in collaboration with the external agencies to assist the students in attending various competitive examinations.

Psychological Counselling:

The Counseling centre with Professional counsellor is available for all the students in the holistic development of their personality. The centre facilitates the development of remedial systems for students whose inadequate motivational factors have kept them away from achieving their potential. Students can approach the counsellor for solace with any problems. The centre also concentrates on students who do not perform well in their exams and have difficulty in attending classes regularly.

5.1.9 Does the institution have a structured mechanism for career guidance and placement of its students? If 'yes', detail on the services provided to help students identify job opportunities and prepare themselves for interview and the percentage of students selected during campus interviews by different employers (list the employers and the programmes).

Placement and career counseling centre renders efficacious service to the students. The placement cell extends its service to the students in career guidance, organizes lectures concerning career planning and invites companies for campus recruitment. The following services are provided in the career guidance and placement service:

Information of Job Opportunities:

The students are informed regarding the vacancies offered by govt. and other agencies. The notice of the advertisement is put up on the notice board. The students are informed regarding the last date and other important information regarding the vacancies.

Preparation of Curriculum Vitae:

Members of the placement centre render guidance to the students in formal and informal meetings. They are taught how to make CVs. The various technicalities are sorted out, if any.

Discussion of Exam Module & Preparation of the Exam:

The centre organizes lectures on career opportunities. A thorough discussion takes place on the exam module. The students are informed regarding the syllabus, the pattern and the ways of attempting the paper. Mock tests are held to facilitate them in this pursuit. Their performance is analysed after every test and then a brain storming session is organized to assess their strengths and weaknesses.

Follow up:

The placement cell keeps track of the post examination developments. As and when the result is declared, the cell informs the students regarding the result. The results are analysed and then the next process of helping the successful candidates start.

G.Ds/Interviews: the college organizes sessions of Group Discussions and mock interviews for the candidates who have succeeded in the written test. The drilling

exercise takes place till the candidate is totally confident regarding his performance for the final interview.

Campus Placement:

The placement cell of the college invites many reputed companies for campus recruitment. The students of the institute are sent to off campus interviews also. The details of the placement for the last two sessions are as under:

Students recruited through campus placements

Year	Total Number of Final Year Students	Recruited through campus selection	Percentage
2013-14	379	46	12.13%
2012-13	393	14	3.56%
2011-12	376	10	2.65%

Companies where Students are placed are Tata Consultancy Services, South Indian Bank, and Wipro.

5.1.10 Does the institution have a student grievance Redressal cell? If yes, list (if any) the grievances reported and redressed during the last four years.

The Student Grievance Procedure at SFS College provides a mechanism for students to resolve grievances internally without recourse to legal procedures. It should be recognised that the majority of grievances should be resolved as near to their source as possible. It is for this reason that the Procedure provides for a number of stages, both informal and formal in the handling of a grievance. The purpose of the Procedure is to ensure that grievances are resolved amicably in so far as possible and to the mutual satisfaction of both complainant and respondent. It is expected that the majority of grievances will be resolved at the informal stage.

The Grievance cell at SFS College also handles the general grievances related to the facilities provided in the College

Some of the Grievances redressed are as follows:

Nature of Grievance	Remedial Actions
Need for additional Classrooms	New wing was constructed
Need for uninterrupted electricity supply	Generator was installed
Need for own open stage	Open air provided
Need to express student opinions	Suggestion Box provided

Need to strengthen security system	- Best security service is hired - CCTV Camera's are installed
Need to have separate department seminar halls	Provided
Need for environmental related activities	Nature club started
Need for own basket ball, volley, and soft ball facility	Facility provided
Need for effective exam system	BOE established
Need for overall quality enhancement	IQAC Established
Need for physical fitness facility	Gymnasium provided
Students Manhandling Cases	Punished through suspension.
Disrepurting the name of the Faculty members	Dismissed from the College
Damaging College property	Charged fine to extent of damage.

5.1.11 What are the institutional provisions for resolving issues pertaining to sexual harassment?

The College has very active anti-ragging cell in the campus. The cell has placed in posters which provide the information on the extent of punishment for ragging or sexual harassment. The College also has disseminated the information of online anti-ragging cell initiated by the central government and also has displayed contact numbers of College anti-ragging cell at strategic points in the campus. The College also has placed in strict internal as well as external security system in the Campus to prevent any issues relating to sexual harassment or ragging. **Till date no such case of sexual harassment has been reported in the institute**.

5.1.12 Is there an anti-ragging committee? How many instances (if any) have been reported during the last four years and what action has been taken on these?

The college has very active anti-ragging cell in the campus. **Till date, no incident of ragging of any kind has been reported in the college.**

5.1.13 Enumerate the welfare schemes made available to students by the institution.

St.Francis de Sales College is situated in Bangalore, the Garden City, in the vicinity of the Silicon valley of India, Electronic city, on the Bangalore Hosur Highway. The

College is situated amidst lush greenery; weather is conducive to learning. The College has soothing sylvan surroundings, unsullied atmosphere, attractive ambience for a rigorous training and learning program. The College with its quality infrastructure, intellectual acumen and forward looking vision has already made a mark on the educational scenario of Bangalore.

Following is the list of welfare schemes made available to the students by the institution:

Class Rooms: The Classrooms are spacious, well furnished, with proper ventilation and lighting.

Library: The Library is stacked with the latest books on the disciplines offered for study at the College.

Digital Library: The Digital library is equipped with sufficient computers, study material, online books, videos and journals. The College plans to subscribe for the online journal and online library in near future.

Computer Laboratory: The Computer hands-on-experience laboratory is equipped with sufficient PCs and other paraphernalia.

Seminar and Conference Halls: The College is equipped with spacious and well furnished 5 seminar halls and 1 conference room.

Audio Visual Aids: The College is equipped with sufficient audio-visual facilities.

Gymnasium: A well equipped Gymnasium managed by the College provides for the physical exercise requirements to stay fit and agile throughout. Gym is equipped with good equipments which are user friendly for the overall benefit of students.

Auditorium: Auditorium is well furnished and well equipped with sound system with a seating capacity upto 300.

Open Air: Open Air is spacious enough to accommodate up to 10000 people aprox.

Associations/Club Activities: The Associations and the Club activities of the College aim at providing a healthy diversion from studies and expose students to experience the non-academic dimensions and aspects of life. Taking an active part in these co-curricular activities helps the students to get intellectual and aesthetic experience besides training in organizational ability.

Parking: The College has made ample provisions for parking of two wheelers and four wheelers with good security.

Bank: A branch of South Indian Bank operates within the campus for the benefit of students.

Hostel: Separate hostels for boys and girl students are made available with all necessary infrastructural facilities proffering homely atomposphere.

Constant Supply of Water and Electricity: The College provides the facility of safe drinking water which is RO purified water and also has installed 62 kv generator for constant supply of Water.

Scholarships, Endowments and Awards: Apartment from the government scholarships, other endowments are given by SFS College for achievements by students in different fields at the College like Best outgoing student award, Batch topper award, course topper awards, 100% class attendance award, proficiency awards, awards to university rank holders and financial aids to financially weak students.

Career Counseling: Keeping in mind the requirements of industry, the placement cell at SFS College designs programs that equip the students with learning competencies and skills that set them apart from the rest. The organizes personality development programs to assist the development of students with balanced set of Soft and technical skills, with a positive attitude to life. The Career guidance and placement cell intimates the students regarding various competitive examinations. Guest lectures and talks are invited to give students awareness on various competitive examinations. The Cell also organizes courses on aptitude tests, vocabulary, and reasoning in collaboration with the external agencies to assist the students in attending various competitive examinations.

Psychological Counselling: The Counseling centre with Professional counsellor is available for all the students in the holistic development of their personality. The centre facilitates the development of remedial systems for students whose inadequate motivational factors have kept them away from achieving their potential. Students can approach the counsellor for solace with any problems. The centre also concentrates on students who do not perform well in their exams and have difficulty in attending classes regularly.

Health Centre: The College has a Health centre facility offered to the students. The service is provided by the qualified doctor from Narayana Health centre, one in week. A multispecialty hospital located at a distance of not less half a kilometre caters to the needs for extended medical treatment.

Preparation for Competitive exams: The College library subscribes for weekly employment news paper. Aptitude tests are organized by the College in collaboration with external agencies. The Career guidance and placement cell intimates the students regarding various competitive examinations. Guest lectures and talks are invited to give students awareness on various competitive examinations. The College also organizes courses on aptitude tests, vocabulary, and reasoning in collaboration with the external agencies to assist the students in attending various competitive examinations.

Welfare facilities to overseas students: College provides some additional assistance to the foreign nationals. Additional assistance is provided to late admissions. College also gives the additional assistance to those who are not eloquent in English language through special classes. Special care is given in counselling and mentoring the overseas students. The College also offers a course on spoken English to all the students that include even foreign students, which is organized by the department of English. The college also provides the assistance towards residential permit. Special care is taken to meet their food requirements in the college canteen.

5.1.14 Does the institution have a registered Alumni Association? If 'yes', what are its activities and major contributions for institutional, academic and infrastructure development?

Although the alumni association in the College is not formally registered, the old students association called 'AMIZADE' is very active in the College. The alumni association holds periodical meetings, elects office bearers, and regularly updates the database of alumni in the records.

Following are some of the important contributions made by the college alumni for institutional, academic and infrastructure development:

- The members of the alumni sponsor the events in the college like cultural fests, national seminars, intercollegiate competitions etc.
- The alumni members refer some eminent personalities in the corporate world for guest lectures and workshops.
- The college alumni also help in organizing campus placements in the campus.
- They also give their feedback to improve the curricular and co-curricular activities in the College.
- They also assist the institution in organizing industrial visits and academic tours for our existing students.

5.2 Student Progression

5.2.1 Providing the percentage of students progressing to higher education or employment (for the last four batches) highlights the trends observed.

The percentage of students progressing to higher education and employment for last for batches are given below:

Table 5.14 Percentage of Students Progressing to Higher Education and Employment

Since the students of the institution are mostly from the lower middle class section, a good number of them prefer to take up jobs immediately after their graduation. For those whom it is affordable, the college encourages them to go for higher studies. Many of those who take up jobs immediately after their graduation also go for higher studies after a short period of work (1-2 years). Sensing this trend, the institution has strengthened its placement cell and more students are provided jobs through the placement cell, of late.

5.2.2 Provide details of the programme wise pass percentage and completion rate for the last four years (cohort wise/batch wise as stipulated by the university)? Furnish programme-wise details in comparison with that of the previous performance of the same institution and that of the Colleges of the affiliating university within the city/district.

Table: 2.17 Course-Wise Results of last Four Years (Percentage)

RESULT STATEMENT FOR THE YEAR 2009-10

S.N	Course	Semesters (in Percentage)						Average
		I	II	III	IV	V	VI	
1	BA	65.21	60.86	50	60	65	90	65.17

2	**B.COM**	**36.76**	**57.14**	**63.33**	**52.54**	**67.24**	**75**	**58.66**
3	**BBM**	**42.22**	**55.81**	**81.39**	**76.19**	**79**	**88**	**70.43**
4	**BCA**	**62.5**	**54.16**	**57.14**	**57.14**	**24**	**42.85**	**49.63**
5	**B.Sc**	**100**	**100**	**80**	**20**	**100**	**100**	**83.33**

RESULT STATEMENT FOR THE YEAR 2010-11

S.N	**Course**	**Semesters (in Percentage)**						**Average**
		I	**II**	**III**	**IV**	**V**	**VI**	
1	**BA**	**85.33**	**71.23**	**60**	**83.09**	**79**	**86.76**	**77.56**
2	**B.COM**	**63**	**52.04**	**57.44**	**77.65**	**79**	**64.89**	**65.67**
3	**BBM**	**54.44**	**51.11**	**57.47**	**54.76**	**46.42**	**74.07**	**56.37**
4	**BCA**	**50**	**75**	**70.45**	**54**	**59.09**	**72.72**	**63.54**
5	**B.Sc**	**42.85**	**66.66**	**83.33**	**50**	**50**	**66.66**	**59.91**

RESULT STATEMENT FOR THE YEAR 2011-12

S.N	**Course**	**Semesters (in Percentage)**						**Average**
		I	**II**	**III**	**IV**	**V**	**VI**	
1	**BA**	**70.83**	**69.99**	**NA**	**64.77**	**83.72**	**80.95**	
2	**B.COM**	**50.32**	**54.83**	**60.66**	**54.66**	**73.38**	**77.69**	**61.92**
3	**BBM**	**31.25**	**34.78**	**65.34**	**43.75**	**49.50**	**67.34**	**48.66**
4	**BCA**	**57.14**	**38**	**54**	**43.47**	**54.34**	**54.34**	**50.21**
5	**B.Sc**	**33.33**	**16.66**	**16**	**83.33**	**60**	**60**	**44.88**

RESULT STATEMENT FOR THE YEAR 2012-13

S.N	**Course**	**Semesters (in Percentage)**						**Average**
		I	**II**	**III**	**IV**	**V**	**VI**	
1	**BA**	**75**	**77.77**	**75.45**				
2	**B.COM**	**24.85**	**30.06**	**35.89**				
3	**BBM**	**12.98**	**32.39**	**35.61**				
4	**BCA**	**39.28**	**47.27**	**38.88**				
5	**B.Sc**	**36.36**	**36.36**	**30**				

5.2.3 How does the institution facilitate student progression to higher level of education and/or towards employment?

Students' progression to higher level of education: Career counseling and placement cell at SFS College organizes programs/workshops on higher education

after graduation to all the final year students to choose the right career path. The cell also organizes courses on competitive examinations to enable the students to do well in the entrance examination and further assist them in getting reputed PG colleges. The college also encourages the students to take-up professional courses like CA, CS, and Law.

Students' progression to employment: In case of the students who are in need to take a job immediately after their studies, the career counseling and placement cell facilitates campus placement and referrals through alumni and faculty members.

5.2.4 Enumerate the special support provided to students who are at risk of failure and drop out?

The institution is committed to bring down the dropout rate. The socio economic, cultural and psychological issues contribute to the drop out factor. To deal with the socio cultural problems, the counseling cell and grievance cell address the problems of the students and sometimes parents too. The Mentoring system is a best strategy at SFS College to reach out to the week student. Each class has a mentor, who monitors the attendance and academic performance of the student periodically, does counselling if necessary, and does regular follow-up. Mentors are instructed to keep mentors' manual updated. There are a number of teachers in the college who extend financial support to the needy students. The Department of English arranges special lectures on the spoken language to address the issue of foreign language compatibility. The College does periodic evaluation of attendance and continuous internal assessment performance. The students who are weak or seem to fail in the exams are provided coaching through extra classes in the college. The college also arranges cost free remedial classes for the weak students.

5.3 Student Participation and Activities

5.3.1 List the range of sports, games, cultural and other extracurricular activities available to students. Provide details of participation and program calendar.

The following tables provide the details of sports, games, cultural and other extracurricular activities available to the students.

Table 5.15 Sports & Games Events

Year	Event	Participation
2008-09	Rim Reapers – Inter collegiate Basket Ball Tournament	21 teams

2009-10	Rim Reapers – Inter Collegiate Basket Ball tournament	21 teams
2010-11	Igneous – Inter Collegiate Basket ball and Foot Tournament	40 Colleges, 15 corporates
2011-12	Igneous – Inter Collegiate Basket ball and Foot Tournament	31 teams
2012-13	Igneous – Inter Collegiate Basket ball and Foot Tournament	24 teams
	Athenia – Intra Collegiate Sports Fest	415 participants
2013-14	Igneous – Inter Collegiate Basket ball and Foot Tournament	24 teams
	Athenia - Intra Collegiate Sports Fest	450 participants
	Inter Collegiate Soft ball tournament	7 teams

Cultural and other events

Year	**Event**	**Participants**
2011-12	Prathiba – Intra collegiate cultural fest	272 participants
	Razzmatazz – Inter collegiate cultural fest	26 colleges
	ComVision – Inter college competitions	15 Colleges
2012-13	Prathiba – Intra collegiate cultural fest	363 participants
	Razzmatazz – Inter collegiate cultural fest	28 colleges
	ComVision – Inter college competitions	24 colleges
	Transcend – Inter collegiate management fest	3 colleges

	Match of Microns – IT Fest	
2013-14	Prathiba – Intra collegiate cultural fest	350 participants
	Razzmatazz – Inter collegiate cultural fest	30 colleges

5.3.2 Furnish the details of major student achievements in co-curricular, extracurricular and cultural activities at different levels: University / State / Zonal / National / International, etc. for the previous four years.

The following table provides the details of the leading achievements of the college in cocurricular, extra-curricular and cultural activities at different levels.

REPRESENTATION IN INTERCOLLEGIATE AND UNIVERISTY LEVEL SPORTS COMPETITIONS

SL.NO	NAME OF THE ORGANIZING COLLEGE	EVENT	POSITION	ACADEMIC YEAR
1	Bangalore university	Softball	Winners	2011-12
2	SIBM	Football	Winners	2012-13
3	Sindhi College of commerce	basketball	winners	2012-13
4	CMR institute of Management studies	basketball	Runners	2012-13
5	Chelsea sports club, Gonikoppal	Football	Winners	2012-13
6	Bangalore university	Football	winners	2012-13
7	Columbia college	Kho kho	runners	2013-14
8	Columbia college	Throwball	Runners	2013-14
9	Columbia college	volleyball	Winners	2013-14
10	Columbia college	kabbadi	Winners	2013-14
11	Ambedakar stadium, Jan Jam	Basketball	winners	2013-14
12	IFB BOCA Football champs	Football	runners-up	2013-14
13	SFS College	Football	winners	2013-14
14	Garden city College	Football	Winners	2013-14

15	SFS lang trophy	basketball	runners	2013-14
16	SFS College	Football	runners	2013-14
17	bangalore university	basketball	runners	2013-14
18	SIBM	Football	Runners	2013-14
19	Bangalore university	softball	runners	2013-14
20	Symbiosis International University	Football	Winners	2014-15
21	Symbiosis International University	basketball	Winners	2014-15

REPRESENTATION IN INTERCOLLEGIATE AND UNIVERISTY LEVEL - CULTURAL

SL.NO	NAME OF THE ORGANIZING COLLEGE	EVENT	POSITION	ACADEMIC YEAR
1	Kristu Jayanti College	G.Dance	Third Prize	2011-12
2	St.John's College of Nursing	G.Dance	Runnersup	2011-12
3	Bangalore University	Debate	Runnersup	2011-12
4	Bangalore University	Mono act	Winners	2011-12
5	St.Claret College	Solo Dance	Third Prize	3 &4, 2012
6	St.Claret College	Mime	Runnersup	3 &4, 2012
7	St.John's College of Nursing	Western Group	Winners	2012-13
8	St.John's College of Nursing	Indian G-Song	Runnersup	27-01-2012
9	Mount Carmel College	G.Song	Winners	2012-13
10	St.John's College of Nursing	Indian G-Song	Winners	29-01-2013
11	United Mission College	Western G.Song	Runnersup	03-09-2013
12	United Mission College	Vernacular G.Song	Winners	03-09-2013
13	St.Joseph's College	Street play	Winners	3 & 4th 2012
14	St.Joseph's College	Greeting Card	Runnersup	02-03-2012
15	Izee College	G.song	Winners	13-03-2014
16	Izee College	Best Brand	Winners	13-03-2014
17	Izee College	Water painting	Winners	13-03-2014
18	Izee College	Face painting	Winners	13-03-2014
19	Izee College	Photography	Winners	13-03-2014
20	Izee College	Poster Designing	Winners	13-03-2014
21	Izee College	Disguise	Winners	13-03-2014
22	Izee College	Sketching	Runnersup	13-03-2014
23	Izee College	Unique me	Runnersup	13-03-2014
24	Izee College	Dumbcharades	Runnersup	13-03-2014
25	Izee College	Mime	Winners	13-03-2014
26	Spurthy College	Dumbcharades	Winners	13-03-2014

27	Simbiosis Internatioan Business School	Fahion Show	Runnersup	02-08-2014

REPRESENTATION IN INTERCOLLEGIATE LEVEL - IT Fests

SL.NO	NAME OF THE ORGANIZING COLLEGE	EVENT	POSITION	ACADEMIC YEAR
1	Kristu Jayanthi College	Web Designing	Runnersup	2011-12
2	Oxford College of Engineering	coding	winners	2012-13
3	Oxford College of Engineering	Web Designing	winners	2012-13
4	Oxford College of Engineering	Hackathon	winners	2012-13
5	BMS College of Engineering	Web Designing	winners	27-10-2013
6	MS Ramaiah College	Web Designing	winners	28-1st March 2013
7	MS Ramaiah College	PPT Present.	Runnersup	28-1st March 2013
8	Spurthy College	Quiz	winners	03-07-2013

5.3.3 How does the college seek and use data and feedback from its graduates and employers to improve the performance and quality of the institutional provisions?

The institute has a clearly set and defined mechanism of obtaining the feedback from the students to improve the performance and quality of the institutional provisions. The college also collects the feedback from the industry both orally during the campus placements and also through structured formats. The inputs are obtained from them and further analysed by the IQAC to improvise the overall competency of the students for employability.

5.3.4 How does the college involve and encourage students to publish materials like catalogues, wall magazines, college magazine, and other material? List the publications/ materials brought out by the students during the previous four academic sessions.

The College involves and encourages students to publish materials in following ways:

- Students are encouraged to publish articles through intra department notice board competitions.
- The College annual VISTA is the collective effort of the editorial board, of which the majority is students. Students are also encouraged to publish articles in college annual magazine 'VISTA'.
- Department of management and department of English publish annual newsletters 'Resonance' and 'Interface' which provide opportunity for students

to show their creativity and artistic skills by way of publishing in the new letters.

5.3.5 Does the college have a Student Council or any similar body? Give details on its selection, constitution, activities and funding.

Student Council at SFS College is a body of students to promote quality in student life within and outside the College. It is a support system for holistic development of the students and will work in liaison with the General Administration and respective dedicated Centres/Departments of the College.

Objectives of Students' Council at SFS College:

1. To imbibe and inculcate among the students the vision, mission and core values of the College.
2. To provide constructive feedback on various aspect of campus life, academic programs, general discipline, library facilities, maintenance of the campus and other student service facilities.
3. To suggest the means for improving the academic quality and standards and research culture.
4. To identify and suggest methods of improving student life and student conduct and discipline.
5. To help in establishing and maintaining continuous and effective interaction with the alumni of the College.
6. To create and encourage an environment for healthy and effective usage of student service facilities and suggest methods for its improvement.

College council election process:

As part of involving the students in the functioning of the college every year the student representatives are selected from the students to represent them. The election is conducted in two levels. The first level of the election is conducted in each class for the posts of class representative for boy and girl, sports representative and cultural representative. In the second level the election of the chairperson, vice chairperson and secretary is done. Each department is given an opportunity to nominate 3 candidates from the elected class representatives for the above mentioned posts of the college council.

Table 5:19 Activities of Student Council

Programme	Nature and type of the Event	Organizers

Prathibha	Intra collegiate Cultural fest	Cultural Representatives
Ethnic Day	Celebration of Unity in diversity – Intra collegiate	Cultural Representatives
Athenia	Intra collegiate sports fest	Sports Representatives
Razzmatazz	Inter collegiate cultural fest	Cultural representatives
Igneous	Inter collegiate and corporate sports fest	Sports representatives
Transcend	Inter collegiate management fest	Department of Management
ComVision	Inter collegiate Commerce fest	Department of Commerce
Match of Microns	Inter collegiate IT Fest	Department of computer science
ACME fest	Intra department commerce fest	Department of Commerce
DESMA fest	Intra department Management competitions	Department of Commerce
Teacher's Day	Intra collegiate	Students Council
Fresher's Day	Intra Collegiate	Student council

5.3.6 Give details of various academic and administrative bodies that have student representatives on them.

To imbibe and inculcate among the students the vision, mission and core values of the College, to provide constructive feedback on various aspect of campus life, academic programs, general discipline, library facilities, maintenance of the campus and other student service facilities, to suggest the means for improving the academic quality and standards and research culture, students are involved in various academic and administrative bodies like IQAC, Library committee, College editorial board and students council.

5.3.7 How does the institution network and collaborate with the Alumni and former faculty of the institution.

The college alumni meet once in a year. The committee is always in touch with the members of the alumni. The college also has association with the former faculty on a continuous basis. The institution collaborates with the former faculty on a number of levels especially for organizing guest lectures, industrial visits, seminars and workshops.

CRITERION VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT

CRITERION VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 Institutional Vision and Leadership

6.1.1 State the vision and mission of the Institution and enumerate on how the mission statement defines the institution's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution's traditions and value orientations, vision for the future, etc.?

The St.Francis de Sales college is named after St. Francis de Sales, the patron of the Missionaries of St. Francis de Sales, who considered, **knowledge** as **the eighth sacrament.** We believe that true education is directed towards the formation of the human person in view of his/her ultimate goal in life and the good of the society**.** Hence, we aim to motivate the young to strive for excellence and to become integrated persons who willingly shoulder the responsibility for building a just and humane society.

SFS College is a centre of empowerment to form the young to counter the evil forces in the society and to become catalysts of liberation from social, economic and gender inequalities, and to combat against the evils of communalism, regionalism, casteism, racism, tribalism, and consumerism, and to uphold and promote bio-centrism. Hence, the Desalites are constantly reminded to radiate the Salesian virtue of joyful optimism, and to acknowledge and respect the co-existence of other persons/faiths/cultures.

Our Vision:

St. Francis de Sales College aspires to provide a center of excellence for a holistic formation of the young who are capable of both transforming themselves and of acting as catalysts of transformation in the society so as to become the epitomes of efficiency, in mastering their life-situations and building a progressive and secular nation

Mission:

- To impart quality higher education and to offer professional skills.
- To inculcate cultural and moral values.
- To foster faith in God, to motivate service orientation, and to strengthen humanism.

Core Values:

- Faith in God.
- True Patriotism.
- Simplicity of Life.
- Foster Team Work.
- Respect for Diversity.
- Quest for knowledge.
- Respect to Faculty and staff.
- Honesty, Truthfulness and Hard work.
- Commitment to Quality Campus Environment.

6.1.2 What is the role of top management, Principal and Faculty in design and Implementation of its quality policy and plans?

Role of Top Management

The St. Francis de Sales College has a committed management that guides the educational endeavors of the College. The highest administrative bodies of the institution are the General Body of St. Francis Sales and Educational Charitable Trust and the Governing Body of SFS College. The Manager, the principal and Vice Principal and the Administrator are members of this body.

Manager's Role:

- The Manager of SFS College is the highest referring authority of the institution.
- He is the liaison officer to the Provincial.
- He is responsible to convene the meeting of the standing committee to plan for the financial administration of the institution and seek the approval of the Provincial administration and oversees the meticulous execution of it through the administrator.
- He initiates the process of recruitment of teaching and non teaching staff on the recommendation of the Principal and approves the same when the procedure is complete.

- He seeks the approval of the Provincial administration for any proposals and revisions passed by the standing committee.

Principal's Role:

The role of the Principal in St. Francis De Sales College is to lead and manage the planning, delivery, evaluation and improvement of the education of all students through the strategic deployment of resources. A key component of this role is to increase the knowledge base of teachers within the College about student learning and quality teacher practice.

At the same time, the Principal must ensure that adequate and appropriate advice is provided on educational and other matters; that the decisions are implemented; and that adequate support and resources are provided for the conduct of College meetings.

Principal has a clear set of accountabilities, which distinguish his work from other Staff. The Principal is accountable for the overall Leadership, Management and development of the College within state-wide guidelines and University policies. The core accountabilities of the Principal at St. Francis De Sales College are:

- To ensure the delivery of a comprehensive, high quality education program.
- Be the executive officer of the Institute.
- To ensure transparent financial management.
- To ensure strategic planning, development and implementation.
- To ensure effective management of resources.
- To foster team work in policy planning and implementation.
- To ensure maximum involvement and participation of every stakeholder in to the development of the institute.
- To comply with regulatory and legislative requirements and University norms and procedures.

Vice Principal's Role:

- The Vice Principal functions in collaboration and consultation with the Principal and reports directly to the Principal.
- To ensure the management of significant functions within the College for effective development, provision and evaluation of the College's education program.

- ❖ In exercising the responsibility, the Vice Principal will have to make all significant decisions in consultation with the Principal.
- ❖ Ensure supervision and coordination of the work of Department coordinators.
- ❖ Ensure supervision of the delivery of effective teaching programs.
- ❖ Ensure the management of programs to improve the knowledge and experience of staff.
- ❖ Ensure general discipline of staff and students in the institution.
- ❖ The Vice Principal is the acting Principal of the College in the absence of the Principal.
- ❖ The Vice Principal may call for parents of students to discuss student's problems and cases.
- ❖ The Vice Principal furnishes the Principal with necessary information and advice that may be asked from time to time.

Role of Head of the Department:

The Head of the Department contributes to the achievement of the College and faculty strategic plans by providing effective management and academic leadership within the department.

1. He/she is accountable directly to the Principal, for matters pertaining to the management of departmental staff, the organization of teaching, research and associated activities and the effective performance of staff duties.
2. He/she will demonstrate vision, management skills, the ability to acquire resources and the skills to empower and influence others to contribute to getting the job done.
3. He/she will act as liaison officer between the management and staff.
4. He/she has primary responsibility to resolve the conflict between students and staff.
5. He/she will assign subjects to the departmental staff taking into consideration each one's personal competence and capability in handling the particular subject.
6. He/she is responsible for the overall development of the students and faculty at the department.
7. He/she will maintain due records and update the same from time to time in collaboration with the faculty.

8. The outgoing Head of the Department will introduce the newly appointed person to the post.

REPRESENTATIVE WORK ACTIVITIES:

Leadership:

- ❖ Contribute to the formulation and dissemination of the faculty's strategic plan.
- ❖ Submit for approval to the Principal the departmental strategy supported by relevant plans that define the aims and objectives of the department and include proposed financial plan, budget and staffing plans. These should be set in the context of the University and faculty strategies.
- ❖ Encourage and support the contributions of academic staff by developing/sustaining appropriate structures for consultation, decision-making and communication with all staff.
- ❖ Develop and promote the internal and external profile of the department.
- ❖ In liaison with the Principal, take a leading role in the development of the activities across the faculty, with particular emphasis on the activities of own department.
- ❖ Develop collaborations across departments, faculties.

Academic Management:

- ❖ Oversee, organise and develop the core activities of teaching, research, examining, advising and other service activities and knowledge transfer, consulting with all departmental colleagues, where appropriate.
- ❖ Ensure that the department's responsibilities to students in respect of teaching, progress and pastoral care are met.
- ❖ Facilitate and promote the development of intra- and inter-disciplinary academic activity (in teaching and research).

Teaching

- ❖ Account for and manage, in collaboration with the Board of Studies, the effective delivery of programmes and modules.
- ❖ Ensure that the quality and standards of programmes within the department's remit are maintained and enhanced.
- ❖ Support innovation in teaching delivery, learning, teaching and assessment methods.
- ❖ Contribute to the teaching undertaken within the faculty/department.

Research

- ❖ Raise the research profile of the department within the faculty and externally.
- ❖ Enhance the quality and volume of research by encouraging and enabling demonstrable research achievement within the department.
- ❖ Ensure budgets and income targets are planned and set in conjunction with colleagues.

- ❖ Ensure the effective management of research.
- ❖ Contribute to the research undertaken within the faculty/department.

Resource Management:

Staff

- ❖ Manage all staff within the department, including performance management, staff development, appraisal, induction and succession planning.
- ❖ Plan and manage the use of all resources (including programme-planning) associated with the department.
- ❖ Contribute to the recruitment and retention of staff in accordance with College policies.
- ❖ Establish appropriate management structures, allocate work and promote flexible staff deployment and working practices so as to enhance effectiveness and efficiency.
- ❖ Create an environment that provides appropriate learning opportunities (e.g. through staff training) that enable staff to fulfil their potential and support succession planning processes.
- ❖ Act as a reviewer in staff review and development arrangements for academic staff.
- ❖ Monitor and regularly review the performance of the department against agreed objectives, and report regularly to the Principal.

Financial/Physical

- ❖ Ensure that the resources allocated to the department are managed in accordance with the College's financial and other regulations.
- ❖ Ensure that appropriate arrangements are in place to account for and maintain the physical assets and resources of the department,

Others

- ❖ Take responsibility, if requested, for the handling of major processes in the department (such as, for example, forward planning, , teaching/research quality, etc).

Supervision:

- ❖ Manage all staff within the department, including performance management, staff development, appraisal, induction and succession planning.

External Relations:

- ❖ Maintaining effective relationships with relevant stakeholders; directing external and internal communications, alumni relations.

Relationships and Key Contacts:

- Reports to the Principal.
- Align the activities of the department with those of other departments to ensure their coherence with those of the faculty as a whole.
- Promote the work of the department internally and externally, including fostering relationships with academic staff, other academic and research organisations.

Quality and Standards:

- Have knowledge of and be responsible for promoting diversity and equal opportunities within the department in accordance with College policies.
- Have knowledge of and be responsible for health and safety matters within the department, particularly the establishment of safe working practices.
- Have knowledge of and ensure compliance with academic regulations, quality standards and processes in relation to teaching, learning and assessment.
- Be responsible for dealing with student issues, including issues referred by other academic staff.

Key Competencies/ Attributes:

- **Results Focus**: Takes action to make sure things happen. Delegates appropriately.
- **Continual Professional Development**: Engage in self-development. Encourage and empower others to develop their careers and reach their full potential.
- **Collaborative Working**: Create a cohesive team approach within the department and faculty and across faculties.
- **Managing Change**: Prepare for, initiates and implement change. Understands the concerns of colleagues and communicates the reasons for change. Monitors and reviews change initiatives.

Other Key Roles and Responsibilities:

- The HOD will assist the Principal in the work assigned to him/her by the Principal.
- The HOD is also responsible to maintain the discipline of the department in association with the faculty in charge of discipline and teachers of each department.
- If required the HOD will supervise the teaching and methodology followed by the teachers.
- The HOD is responsible to see that the code of conduct and behaviour is maintained by the teachers of his/her department.

- The HOD will maintain a record concerning the performance of the teachers of each department. The record should carry details regarding the pass percentage of students in the exams, number of papers presented by the faculty, seminars attended, special awards received, programmes organised for his or her section, number of times a faculty member was invited as chief guest for any function in other colleges, outstanding achievement of the students of his or her section in curricular or co-curricular activities.
- The HOD is directly responsible for the overall discipline of the department. The members of the discipline team should assist the HOD in maintaining the discipline of each department. No serious disciplinary action shall be taken without the written consent of the Principal.
- The HOD may call for parents of students to discuss the problems and cases.
- The HOD should call for the meetings on the days prescribed.
- Meetings shall discuss on various issues such as Academic performance of the students, co-curricular activities, performance of the students in the test papers, discipline of the students, achievements of the staff, and upcoming programmes of the department. The report of the meeting shall be submitted to the Principal.
- The HOD shall go through the academic journal of the faculty members and make creative suggestions regarding the completion of classes.
- Academic journal and attendance register shall be submitted at Principal's Office on the days prescribed.
- The HOD should prepare the time table for each semester and manpower planning for his or her respective department.
- The HOD should ensure that the service rules and other rules and regulations are observed by the teachers and in the event of their non-compliance shall bring it to the notice of the Principal.

The HOD is responsible for the staff notice board. Shall make sure that all the relevant information are placed on the notice board and all the outdated and irrelevant information are removed by coordinating with the office attendants.

Department Coordinator's Role:

1. Department coordinators are responsible for the co-curricular activities of specific departments.
2. The Coordinator should take care of the respective department activities.

3. The coordinator should organize the activity hours of his respective department.
4. For B.Com, BBM and BCA it is compulsory that each student should be exposed to at least one industrial visit in a semester.
5. The Coordinator shall collect the names of the students of the respective department who are interested in representing the College for inter collegiate sports and cultural activities. The names should be approved by the Principal.
6. The names of the students who represent the college for various intercollegiate activities must also be communicated to HOD and Mentors of respective classes.
7. The coordinator shall collect the names of the student coordinators for intramural and intercollegiate competitions/events and handover the same to the principal.
8. The coordinator shall update the rest of the faculty members about the upcoming opportunities for attending and presenting papers for upcoming national and international seminars.
9. The coordinator shall be responsible for identifying and communicating with various agencies who offer value addition courses for their respective department.
10. The coordinator shall be responsible for the department notice board. Should make sure that the notice board carries articles and information on latest subjects.
11. Must arrange for guest lecturers during the activity hours on relevant and informative topics.
12. Must make an extra effort to improve the English speaking and writing skills of the students by coordinating with other faculty members of the department.
13. All the associations' inaugurations and programmes shall be organized only after 2.00 pm.
14. The coordinator must plan the schedule the activities (action plan) for the current academic year and a copy should be submitted to the Principal.
15. All the activities organized in the department must be informed to the HOD and to the other members of the department.
16. All the discussions regarding the association's activities with the students shall be held in any of the class rooms only during the free hours.
17. Encourage the students to make the full use of reading facilities in the library and ensure that they have access to books and journals.

18. Maintain proper records regarding the co-curricular activities organized. File the various steps taken to organize the events from its planning to execution and get it approved by the Principal.

Teaching Faculty Roles:

1. Department coordinators are responsible for the co-curricular activities of specific departments.
2. The Coordinator should take care of the respective department activities.
3. The coordinator should organize the activity hours of his respective department.
4. For B.Com, BBM and BCA it is compulsory that each student should be exposed to at least one industrial visit in a semester.
5. The Coordinator shall collect the names of the students of the respective department who are interested in representing the College for inter collegiate sports and cultural activities. The names should be approved by the Principal.
6. The names of the students who represent the college for various intercollegiate activities must also be communicated to HOD and Mentors of respective classes.
7. The coordinator shall collect the names of the student coordinators for intramural and intercollegiate competitions/events and handover the same to the principal.
8. The coordinator shall update the rest of the faculty members about the upcoming opportunities for attending and presenting papers for upcoming national and international seminars.
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16. All the discussions regarding the association's activities with the students shall be held in any of the class rooms only during the free hours.
17. Encourage the students to make the full use of reading facilities in the library and ensure that they have access to books and journals.
18. Maintain proper records regarding the co-curricular activities organized. File the various steps taken to organize the events from its planning to execution and get it approved by the Principal.

Role of a Mentor:

1. Every Mentor will have a section of students under his/her care.
2. The Mentor is solely responsible for the following aspects of the students under his/her care :
   - To maintain bio-data of every student of the group.
   - To monitor class attendance of the ward.
   - Regularity of the ward to the College.
   - The academic performance of the ward.
   - The demeanor of the ward in the campus.
   - To council the students if and when required or refer them to the students' counselor as and when it is required.
   - To evaluate the group once a month at the convenient time.
   - To submit the evaluation report to the Principal on a monthly basis.
   - To meet the parents if required.
   - To report regularly to the Principal on the group.
   - To insist and ensure that students speak only English in the Campus.

3. The Mentor is responsible for the complete discipline of the group under her/his care.
4. The Mentor shall be a Philosopher, guide, friend, councilor, and a teacher for the mentis.

6.1.3 What is the involvement of the leadership in ensuring the policy statements and action plans for fulfillment of the stated mission.

- **formulation of action plans for all operations and incorporation of the same into the institutional strategic plan**

  The action plans for operations are prepared under the guidance of the Principal, IQAC and Heads of the Departments. Course plans, academic journals, time table, associations both curricular and co curricular are initiated in formulating and achieving the strategic plan.

- **Interaction with stakeholders**

  The College takes sufficient measures to interact with the stakeholders. Feedback on teaching learning process in taken at the end every academics year. The college governing body meetings are held on regular intervals to address the strategic issues of both financial and no financial in nature. At the end of every semester, the Principal meets all the faculty members to brief them on the student appraisals. The Principal holds monthly meetings on quality and performance of the departments in particular. The Manager also meets the faculty and non teaching staff once or twice in year to address the grievances, if any. All the mentors meet their students on a continuous basis to appraise their performance. Parent Teachers Meetings are held every semester after the results of the first internal examinations is declared. The Student council meetings are held and the issues related to the students are addressed in the meeting. Feedback from employers is collected individually and informally during campus placements.

- **Proper support for policy and planning through need analysis research inputs and consultations with he stakeholders:**

  The College does the need analysis; consider the research inputs and consultations are done with the stakeholder at University level. The College extends complete support to all the initiatives taken by the higher authorities. Many new initiatives like establishment of digital library, commerce lab,

language lab, womens cell and natures club were initiated after taking the proper feedback from the students, parents and industries. The Top management also completely supports the initiation of new actions for the welfare of the stakeholders.

- **Reinforcing the Culture of excellence:**

  St.Francis de Sales College is established with the vision to enkindle the spirit of excellence, transformation and efficiency, has become a centre of excellence in a short span of 11 years imparting quality education to all the students who enter the portals of this great institution of learning. The College prepares its students to make lasting contribution to the society by initiating a positive difference in their own lives as well as in the lives of others. Internal Quality Assessment Cell regulates the quality of both curricular and co-curricular programmes. The increasing number of awards won by the students is the proof of the enhancements in the quality parameters.

- **Champion organizational change:**

  Learning at SFS College is extended beyond quality class room teaching to seminars, industries and field visits, sports and cultural events. Experts from industry and academics are invited for regularly updating and imparting knowledge in various disciplines. The College try to transform the young minds to professionally vibrant human resources that are readily available for the casuse of society in general. Though the institution is still in its infancy, it aspires to become one of the most saught after destinations of both national and international students community with its pursuit of excellence, transformation and efficiency.

  The Management builds an effective institutional culture and a positive climate for optimum performance. Responsibilities of the HODs, mentors, coordinators, faculty members are clearly specified and executed. The college forms committees and teams every year on a rotational basis to inculcate the quality of versatility among the faculty members.

6.1.4 What are the procedures adopted by the institution to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time?

The Institution takes the following measures to monitor and evaluate policies and plans for effective implementation and improvement from time to time:

- Appraisals are done every academic year on teaching learning process.
- Feedback is collected from alumni to evaluate the policies and plans of the institution.
- Informal and individual feedback is taken from the industry during the campus placement to evaluate the qualities parameters of the institution.
- The Governing body meetings are held focusing on the reports on the approved plans, further take the decisions.
- IQAC makes suggestions and recommendations to the management on various quality issues in the institution.
- On a regular basis, departmental meetings are held to monitor and evaluate policies and plans of the institution at the department level.

6.1.5 Give details of the academic leadership provided to the faculty by the top management?

The Institution ensures that the adequate academic leadership is provided to the faculty members at different level through the following iniatives:

- The faculty member's i.e HODs, coordinators of all the departments participate in preparing the institutional perspective plan.
- To facilitate the proper execution of all the curricular and co-curricular activities for the academic year, faculty members are assigned with different committees.
- All departments prepare their annual plan in line with the institutional plan.
- Faculty development programs are organized to enhance the academic leadership of the faculty members.
- The management gives full support to the faculty members in organizing national seminars, in presenting papers, and to participate in various seminars and conferences both at national and international level.
- Due recognition is given to the faculty achievements.
- The faculty members are also represented in the committees functioning at the top management level.

6.1.6 How does the college groom leadership at various levels?

The College grooms the leadership quality among faculty members at various level through following initiatives:

Faculty Leadership:

- SFS College believes in the delegation of power and responsibility to the faculty can enhance their leadership quality. Therefore the roles of HODs, association coordinators, department coordinators, clubs and all faculty in-charges are clearly specified.
- The various roles of the faculty members with regards to different committees and associations are published in the College calendar which is issued to all the students and faculty members.
- The Institution also gives complete autonomy and support to the HODs, coordinators and faculty members to organize departmental as well as National Seminars.
- Faculty development programs are organized to enhance the academic leadership of the faculty members.

Student Leadership:

- As a part of involving the students in the functioning of the College every year, the student representatives are selected from the students to represent them through College Students' Council.
- All the intra and inter collegiate cultural, literary and sports competitions are organized with the help of various student committees.
- The College organizes orientation program for first year every year to inculcate in them the quality of leadership and excellence.
- The students encourage to be the part of NSS and NCC to groom in them the qualities of entrepreneurship and organizational skills.

6.1.7 How does the college delegate authority and provide operational autonomy to the departments / units of the institution and work towards decentralized governance system?

SFS College believes in delegation and decentralization of the authority to enhance the leadership qualities in faculty members. The various roles of the faculty members with regards to different committees and associations are published in the College calendar which is issued to all the students and faculty members.

The Institution also gives complete autonomy and support to the HODs, coordinators and faculty members to organize departmental as well as National

Seminars. Faculty development programs are organized to enhance the academic leadership of the faculty members.

6.1.8 Does the college promote a culture of participative management? If 'yes', indicate the levels of participative management.

The College promotes a culture of participative management at 3 levels i.e at Students level , at faculty level and at department level.

Studuents Level:

- The College organizes orientation program for first year every year to inculcate in them the quality of leadership and excellence.
- All the intra and inter collegiate cultural, literary and sports competitions are organized with the help of various student committees.
- As a part of involving the students in the functioning of the College every year, the student representatives are selected from the students to represent them through College Students' Council.
- The students encourage to be the part of NSS and NCC to groom in them the qualities of entrepreneurship and organizational skills.
- The College also encourages students to participate in the library committee meeting, to give their suggestion library functioning.

Faculty Level:

- To facilitate the proper execution of all the curricular and co-curricular activities for the academic year, faculty members are assigned with different committees.
- Faculty development programs are organized to enhance the academic leadership of the faculty members.

Department Level:

- The roles of HODs, association coordinators, department coordinators, clubs and all faculty in-charges are clearly specified.
- The Institution also gives complete autonomy and support to the HODs, coordinators and faculty members to organize departmental as well as National Seminars.
- The department HODs and the department coordinators also participate in the meetings organized by IQAC for institutional perspective planning before the beginning of the academic year.

- An independent bank account is created for all the department associations. The Principal and the HOD/Association coordinator jointly operate the accounts.
- Department HOD's also participate in the Curriculum design process of various certificate and add-on courses.

6.2 Strategy Development and Deployment

6.2.1 Does the Institution have a formally stated quality policy? How is it developed, driven, deployed and reviewed?

Yes, College has formally stated quality policy. The perspective plans are prepared by the IQAC based on the departmental action plans. The IQAC holds the meeting on the developmental initiatives and subsequently initiatives are taken with the approval and assistance of the College Governing Body. The Management holds formal and informal interactions with the staff, from time to time, to redress any grievances. Student feedback, alumni feedback, industry feedback, and parents feedback provide the College means of reviewing both curricular and co-curricular aspects in the institution.

6.2.2 Does the Institute have a perspective plan for development? If so, give the aspects considered for inclusion in the plan.

The institute has a perspective plan for development. Following table shows some of the important aspects of the current perspective plan:

Table 6.2 The Perspective Plan 2012 - 2016

Activities planned	Year of Implementation	Status
Constitution of Board of Examination	2012-13	Established
Establishment of IQAC	2012-13	Established
Constitution of Library Advisory Committee	2012-13	Constituted
Constitution of Board of Studies	2012-13	Constituted
Establishment of Women's Cell	2012-13	Established
Establishing formal feedback system	2012-13	Formats Introduced

Strengthening Counseling Mechanism – Counseling forms	2013-14	Initiated
Up gradation of Internal Assessment Marks statement	2012-13	Upgraded
Initiation of Certificate courses	2012-13	Initiated
Establishing E-Library	2014-15	Established
Up gradation of Canteen	2015-16	In process
Introduction of Medical centre	2014-15	Established
Establishing 360 degree appraisal system	2013-14	Established
Initiation of department seminars	2012-13	Initiated
Strenthening of Internal security system	2012-13	Facility provided
Internal audit of the organizational activities	2014-15	In process
Establishment of Commerce and Language Lab	2014-15	Established
Institution of Hindi Academy	2014-15	Instituted
Separate Court for Volley ball and throw ball	2013-14	Facility provided

6.2.3 Describe the internal organizational structure and decision making processes.

- Manager: Manager is the highest referring authority of the institution and is the liaison officer to the Provincial.
- Principal: The role of the principal is to lead and manage the planning, delivery, evaluation and improvement of the education of all students through the strategic deployment of resources in coordination with the College Manager.

- Financial Administrator: Financial administrator is responsible for the financial administration and day to day running of the institution as desired and approved by the standing committee headed by the manager in coordination with the College Principal.
- Vice Principal: The Vice Principal functions in collaboration and consultation with the principal and reports directly to the Principal. The role of Vice Principal is to ensure the management of significant functions within the College for effective development, provision and evaluation of the College's education program.
- IQAC: The IQAC functions in collaboration with the Principal and the Vice principal. The Primary aim of the CELL is to develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution and to heighten the level of clarity and focus in institutional functioning towards quality enhancement and facilitate internalization of the quality culture and Excellence in Higher Education.
- The Head of the Department contributes to the achievement of the College and faculty strategic plans by providing effective management and academic leadership within the department. The HODs function in coordination with the IQAC.
- Association Coordinators: The department and association coordinators are responsible for the co-curricular activities of specific departments.
- Faculty: Faculty members strive to prepare themselves academically to meet all the challenges and requirements in the methodology of teacher and every faculty is expected to extend his or her beneficial influence in building up the personality of students and should associate themselves actively with co-curricular activities which he or she is interested in or assigned to him or her from time to time.
- Admin. And academics office: The admin. Office and the academics office directly reports to the Principal through IQAC. The academics office deals with the only the academic matters pertaining to the college and the University. The admin office deals with the matter pertaining to finance, attendance, faculty training, and admission promotion.
- Students: The Students participate in the decision making process through participation in different committees and associations. The feedback of the students is collected and accordingly decisions are taken as per the requirement.

6.2.4 Give a broad description of the quality improvement strategies of the institution for each of the following

Teaching&Learning:

The institution follows learner centered approach through various techniques like the classroom lectures, PPT Presentation, group discussions, business activities. The Institution also encourages students to participate in conferences, seminars, intra and intercollegiate competitions. College also provides facilities like computer lab, projectors to achieve effective teaching learning process. The IQAC meets regularly and realigns practices based on formal and informal feedbacks, whenever necessary. The IQAC proposes to the departments the various strategies to be followed. It also recommends participation of faculty and students in seminars and conferences. It regularly reviews and evaluates the teaching learning process. Meetings are held at the departmental level and at the College level on the strategies for improvement in teaching learning process.

The College offers following support services it its faculty members for making learning student centric:

- Full fledged library.
- Digital library.
- Labs like Computer lab, Commerce Lab, business lab, language lab, psychology and electronics lab.
- Encouragement to the students to attend departmental, state, national and international seminar, conferences and workshops.
- Student counseling services.
- Career counseling and placement services.
- Projects and assignments to upgrade the student's knowledge level and skill sets.
- Guest lectures, industrial visits and study tours.

Research and Development:

- In order to promote research and development activities, the college extends its full support to faculty and students. Full/Partial financial support is given to all innovative research & development works taken up by the members of the faculty and students as well. The college encourages faculty and students to participate in National/International Conferences, Training programmes, organized by reputed institutes by giving full/partial financial support viz. course/registration fee, TA/DA etc. The College is also in the process of subscribing to International Online Library. Internet facility, photocopying facility, printers etc are provided to encourage and facilitate research among faculty as well as students. The Research Development Centre aims to nurture research culture in the College by promoting research in newly emerging and

challenging areas. This enhances the general research capability of faculty and students by way of participating in conferences, seminars, workshops, project competition, etc. All the final year students of BBM and department of computer sciences have to do their compulsory project as a part of the University Curriculum. As a part of this, department of management i.e. BBM department has prepared a manual of project guidelines that contains guidelines for the students to do an effective project. For the successful completion of the University Project, respective departments allot project guides for students to monitor their progress. The College also conducts a mock viva voce examination to instill in the temper of research among the students. We follow the university pattern of examination in conducting mock viva voce. The department of Management i.e BBM and department of English publish an year magazine/new letter namely 'Desalite Resonance' from BBM department and 'Interface' from the department of English to promote scientific tempter and encourage writing articles. The College also publishes the yearly college magazine called 'VISTA', in which students are given opportunity to publish their articles and opportunity is given to the students to be part of the editorial board of the Magazine as well. Students participate in research oriented seminars, conferences, and workshops at both state and national levels. The College provides the required financial support to students in this regard. The College has introduced the culture of organizing department seminars by every department from the year 2012. Department seminars provide the opportunity to both the faculty and students to participate in it and contribute to the research area.

Community Engagement:

The College has established various associations, which encourage student engagement, contribution to good citizenship, service orientation and students holistic development. The College has established the associations in the college which promotes Institutional Social Responsibility among students like NSS, NCC, CSA, Women's' Cell, DCA (Desalites Christians Association), and Natures' Club. These associations have initiated number of extension activities to promote the service and holistic development of students. At the beginning of the academic year all the associations prepared a detailed plan of activities for the year. The Co-coordinators submit the annual report which helps in evaluating the extent of students' participation and the impact of the given activity.

The Clubs and associations that promote students' involvement in social movements and activities are co-ordinated by faculty members who guide the students. The purpose of is to instill the sense of social responsibility in them by bringing the students closer to the society.

Human Resource Management:

For effective human resource management following steps are taken by the Institution:

- Strategic policy and time bound implementation plans for filling in the vacancies with qualified faculty.
- Periodical faculty development programs.
- Comprehensive and effective performance appraisal of the faculty.
- Team building initiatives and good interpersonal relations.
- Conducive work environment.
- Liberty for use of innovative ideas and ICT in teaching learning system.
- Establishment of various staff welfare facilities.

Industry Interaction:

The Career guidance and Placement cell at St.Francis de Sales College maintains professional relations with the representatives of the industry. The corporate professionals are asked to interact with the faculty and students during placement visits and give feedback on the curriculum pattern. The students of various departments of the college are taken for industrial visits from time to time to update them regarding the latest developments.

6.2.5 How does the Head of the institution ensure that adequate information (from feedback and personal contacts etc.) is available for the top management and the stakeholders, to review the activities of the institution?

Adequate information to the Top Management:

Adequate information is made available to the Top Management by the Principal through the Governing Body Meetings and IQAC held meetings. The Manager and the General Manager also meet the faculty members to review the activities of the institution.

Adequate information to other Stakeholder:

Adequate information is made available to other stakeholder like students, parents, alumni and the industry through the annual college magazines, department newsletters, college website, alumni meets, investiture ceremony, College/Annual day functions, industrial visits and during campus placements.

6.2.6 How does the management encourage and support involvement of the staff in improving the effectiveness and efficiency of the institutional processes?

SFS College believes in the delegation of power and responsibility to the faculty can enhance their leadership quality. Therefore the roles of HODs, association coordinators, department coordinators, clubs and all faculty in-charges are clearly specified. The various roles of the faculty members with regards to different committees and associations are published in the College calendar which is issued to all the students and faculty members. The Institution also gives complete autonomy and support to the HODs, coordinators and faculty members to organize departmental as well as National Seminars. Faculty development programs are organized to enhance the academic leadership of the faculty members.

The department HODs and the department coordinators also participate in the meetings organized by IQAC for institutional perspective planning before the beginning of the academic year. An independent bank account is created for all the department associations. The Principal and the HOD/Association coordinator jointly operate the accounts. Department HOD's also participate in the Curriculum design process of various certificate and add-on courses.

Associations, clubs and committees at SFS College:

Curricular Activities	**Co-Curricular Activities**
Board of Examination	Business Lab
Board of Studies	Literary Club
Internal Quality Assessment Cell	Commerce Lab
Research Development Centre	Language Lab
Extension Activities	Nature's Club
Career development and Placement Cell	Women's Cell
Library Advisory Committee	Department Associations
E-Library	International Students Association
	NCC
	NSS
	Cultural Committee
Students Council	International Students Association
	Centre for Social action

6.2.7 Enumerate the resolutions made by the Management Council in the last year and the status of implementation of such resolutions.

St.Francis de Sales College works continuously for the betterment of the institution. The Management last year, in the meeting of the council passed the following resolutions:

1. Implementation of performance based appraisal System – Implemented.
2. Establishment of Digital Library-Implemented.
3. Establishment of Commerce cum Language lab-Implemented
4. Introduction of more and more value added courses – Implemented step by step.
5. Strengthening the Human Resource Department-Implemented step by step.

6.2.8 Does the affiliating university make a provision for according the status of autonomy to an affiliated institution? If 'yes', what are the efforts made by the institution in obtaining autonomy?

Yes, the University has the provision to accord autonomy after permanent affiliation with the University and after being accredited by NAAC. The college is moving in the direction of the first NAAC accreditation process.

6.2.9 How does the Institution ensure that grievances / complaints are promptly attended to and resolved effectively? Is there a mechanism to analyze the nature of grievances for promoting better stakeholder relationship?

The Student Grievance Procedure at SFS College provides a mechanism for students to resolve grievances internally without recourse to legal procedures. It should be recognised that the majority of grievances should be resolved as near to their source as possible. It is for this reason that the Procedure provides for a number of stages, both informal and formal in the handling of a grievance. The purpose of the Procedure is to ensure that grievances are resolved amicably in so far as possible and to the mutual satisfaction of both complainant and respondent. It is expected that the majority of grievances will be resolved at the informal stage.

The Grievance cell at SFS College also handles the general grievances related to the facilities provided in the College

Some of the Grievances redressed are as follows:

Nature of Grievance
additional Classrooms
uninterrupted electricity supply
own open stage
Mechanism to express student opinions
strengthen security system
separate department seminar halls
environmental related activities
own basket ball, volley, and soft ball facility
effective exam system
physical fitness facility
Canteen upgradation
Commerce lab, digital library and language lab

6.2.10 During the last four years, had there been any instances of court cases filed by and against the institute? Provide details on the issues and decisions of the courts on these?

There has not been any court case against the institute.

6.2.11 Does the Institution have a mechanism for analyzing student feedback on institutional performance? If 'yes', what was the outcome and response of the institution to such an effort?

The Institution has a mechanism for analyzing student feedback on institutional performance at two levels:

- **Feedback from the existing students:** Students give the feedback about the teachers at the end of each session/semester. Students of each department are expected to do so for all the teachers concerned with their class. Besides, informal interaction between the students and the Class Teacher/H.O.D./Principal about issues pertaining to teaching quality is also encouraged. Institution receives feedback from the student through the common suggestion box and the library suggestion box. The suggestions are analysed by the IQAC and initiatives are taken accordingly as per the requirement. The student suggestions are also received during the students' council meeting held with the Principal.
- **Feedback from the Alumni:** The Institution also collects feedback from the alumni of the College through a structured questionnaire pertaining to the institutional quality and performance in both curricular and co-curricular aspects.

6.3 Faculty Empowerment Strategies

6.3.1 What are the efforts made by the institution to enhance the professional development of its teaching and non-teaching staff?

The management has a potential map of the faculty and is able to rightly identify their individual strengths, areas of interest and accordingly assign responsibilities. It protects the freedom of individuals, appreciating their innovations and thereby motivation is achieved. Responsibilities of every staff are communicated to them through notices that clearly define their role in the implementation of any given assignments. Besides they are also informally counselled so as to make them aware of their duties. The institution promotes professional development of the faculty to the greatest possible extent. Lot of efforts are made to enhance the professional development of teaching and non teaching staff. The college has a fund which is utilized for professional development, enabling the teaching departments to organize seminars, conferences and workshops. Faculty members of the institution actively participate in national and international seminars and conferences. The institution encourages faculty members to enroll for or provide resources for training programmes and workshops. Most of the members of the teaching faculty are members of national and international professional bodies. Examination training is given to non teaching staff.

The college takes care of the TA/DA for such participations. Periodic in-house FDPs are orgnaised in order to enhance skills of the faculty. They are encouraged to write

articles and get them published. The faculty members are encouraged to take up higher studies like M. Phil and Ph. D. The institute provides financial assistance for such studies. Regular, exclusive meetings of the non-teaching staff are held to evaluate the functioning of their responsibilities and to plan better for the future. The librarian has attended a conference of the librarians. All the administrative staff are given coaching in the operation of MIS, (Management Information System) by Adstock company. They update their computer skills required for the smooth functioning of the office. From time to time, they are also given training in people management and communication skills.

6.3.2 What are the strategies adopted by the institution for faculty empowerment through training, retraining and motivating the employees for the roles and responsibility they perform?

The Institution takes the following strategies for faculty empowerment:

- Regular Faculty development programs are organized by the institution with the assistance of professional trainers to enhance the faculty performance.
- The institution has empowered every department to organize its own department seminars once in year.
- The institution has established an effective performance appraisal mechanism to motivate them for the roles and responsibility they perform.
- The departments motivate to organized national and international seminars once in a year to expand the research activities in the institution.
- The faculty members are motivated to participate in national and international level seminars and conferences.
- The faculty achievements are specially recognized and appreciated through publishing in the notice boards, college annual magazine and in the College Website.
- The institution also encourages the faculty members to participate in FDPs organized by other institutions to gain from the external expertise.
- The institution also encourages the faculty members to pursue higher degrees like MPhil and PhD.
- The Institution also organizes get-togethers to create a congenial atmosphere.
- The staff council also organizes every year one day excursion for the faculty members through the assistance of the Principal.

6.3.3 Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.

The College has established very system process of teachers evaluation for the improving the quality of the teaching-learning process. The evaluation process is initiated by the Human Resource department at the end of the academic year. The evaluation process is technically named as '360 degree Performance Appraisal'. The evaluation is conducted at four level i.e. appraisal by Students, appraisal by Colleagues, appraisal by HOD and appraisal by the Management i.e. Principal. The evaluation is done through a structured questionnaire, which contains objective as well descriptive questions and the faculties are graded based on the points they earn in the evaluation process, which is as follows:

Criteria	Maximum Points
Students	30
Colleagues	20
HOD/Self	20
Management-Principal	30
Total Score	**100**

After the appraisal details are summarized, the Manager and the Principal personally interact with the faculty members to further enhance their performance and to get better appraisals in future. The academic performance of the students is also considered for the appraisal of the faculty performance.

6.3.4 What is the outcome of the review of the performance appraisal reports by the management and the major decisions taken? How are they communicated to the appropriate stakeholders?

- After the outcome of the review of the performance appraisal report is summarized, the Manager and the Principal personally meet all the faculty members to initiate strategies for further improvement.
- The faculty members are also encouraged to enhance their research activities through publishing papers, participating in national and international seminars etc.
- The performance appraisal system has definitely enhanced the performance of our faculty members.
- As the system is initiated very recently, there are no cases of faculty termination or discontinuation because of the undesired performance, which would be implemented in future to enhance the total quality of the institution.

6.3.5 What are the welfare schemes available for teaching and non-teaching staff? What percentage of staff have availed the benefit of such schemes in the last four years?

The Institution provides following welfare facilities for teaching and non teaching staff:

Teaching Staff:

- As a support the faculty is free to use the ICT infrastructure and take assistance of manpower as and when required.
- Faculty members pursuing higher education can use library facility, computers etc.
- Institution organizes seminars, conferences, and workshops to keep the faculty update and give exposure.
- Institution ensures healthy and hygienic work environment for the teaching learning process.
- Well maintained staff rooms
- Every permanent employee is entitled to 15 days of casual leave in a calendar year.
- Educational leave is a provision awarded to the faculty members to absent him/her from work for upgrading his/her academic capacities and no salary is deducted for the same.
- Faculty members can avail leave under the provision of special leave on instances such as very serious illness, accidents etc with the intimation to the Principal.
- The institution adheres to the Governments' norms regarding ESI and PF for the faculty members.
- Transportation facility is provided on need basis.
- The institution also assists the faculty members in applying for loan.
- Special gifts are disbursed during Christmas.
- The faculty members along with the students can equally avail the facilty of the professional counselor.
- Free internet and digital library facility is also extended to the faculty members.
- Female faculty members are given paid leave during maternity period.
- 30% school fees is waived off, if the children of faculty members are pursuing their schooling in SFS Group of Institutions.

Welfare facilities for Non-teaching Staff:

- Annual increments are made as per the policy of performance appraisal.

- Casual and special leaves are given as per the leave policy.
- 30% school fees is waived off, if the children of non-teaching staff are pursuing their schooling in SFS Group of Institutions.
- The institution adheres to the Governments' norms regarding ESI and PF for the non-teaching staff.
- Special gifts are given during Christmas.
- The institution helps them to avail for any kind of loan.
- SFS boys home gives free accommodation and education to the financially weaker students.

6.3.6 What are the measures taken by the Institution for attracting and retaining eminent faculty?

- The institution has soothing sylvan surroundings, unsullied atmosphere, attractive ambience for a rigorous teaching and learning program.
- The Institution provides opportunity for knowledge enrichment and professional development through effective faculty development programs, organizations of national seminars etc.
- The salary package corresponds to the packages in other near self financed institutions.
- The interview panel not only considers professional qualification but also takes into consideration the caliber, communication skill, interpersonal skills, professional attitude etc before the faculty is appointed.
- Ample opportunities are provided to the faculty members to exhibit their leadership skills through various associations, committees and cells.
- Faculty achievements are recognized and appreciated at different levels.
- The institution completely supports the faculty members in upgrading their qualification like pursing MPhil, PhD etc through special facilty.

6.4 Financial Management and Resource Mobilization

6.4.1 What is the institutional mechanism to monitor effective and efficient use of available financial resources?

The Institution has very strong mechanism to monitor effective and efficient use of available financial resource. The financial administrator and the Principal jointly are the signatories of every financial transaction. The institutions carry all the financial transactions through the bank only. The bank transactions are always carried out through joint signatory i.e the Financial Administrator and the Principal. The financial resources are effectively monitored through both internal and external audit of the accounts.

6.4.2 What are the institutional mechanisms for internal and external audit? When was the last audit done and what are the major audit objections? Provide the details on compliance.

The Institution inter audit are done every year by the Trust Authorities and external audit is done annually by one of the reputed auditors' in Bangalore LAWRANCE TELLIES ASSOCIATES. The last audit is done for the year 2012-13 and the audit copies of the year 2013-14 are yet to be received. Till date there has not been any audit objects.

6.4.3 What are the major sources of institutional receipts/funding and how is the deficit managed? Provide audited income and expenditure statement of academic and administrative activities of the previous four years and the reserve fund/corpus available with Institutions, if any.

Following are the sources of institutional receipts:

- Major source is through college fees collected from the students.
- Funds through sponsorships from the industry to organize national seminars and intercollegiate fests in the Campus.
- Funding is also done through individual donors.

The Institutional expenses include infrastructure development like building construction, sports infrastructure, purchase of computers and accessories etc.

Table 6.7 Audited Income

6.4.4 Give details on the efforts made by the institution in securing additional funding and the utilization of the same (if any).

- As the Institution is self financing, not many efforts are made to procure additional funds. But the institution receives funds through sponsorships from the industry to organize national seminars and intercollegiate fests in the Campus and also through individual donors in and outside India.

6.5 Internal Quality Assurance System (IQAS)
6.5.1 Internal Quality Assurance Cell (IQAC)

a) Has the institution established an Internal Quality Assurance Cell (IQAC)? If 'yes', what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes?

St. Francis De Sales College aims to provide a centre of excellence for a holistic formation of the young, who are capable of both transforming themselves and of acting as catalysts of transformation in the society, so as to become the epitomes of efficiency, in mastering their life situations and building a progressive and secular nation. The Mission of the College is to impart quality higher education and to offer professional skills.

To achieve the Vision and Mission of the College, i.e. to have quality Campus Environment, Internal Quality Assurance Cell at St.Francis De Sales College was instituted on 20TH October 2012 under the leadership of the College Principal.

OBJECTIVES OF CELL:

- The Primary aim of the CELL is to develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution.
- To heighten the level of clarity and focus in institutional functioning towards quality enhancement and facilitate internalization of the quality culture and Excellence in Higher Education.
- To bring enhancement and integration among the various activities of the institution and institutionalize many good practices.
- To act as a change agent in the institution.
- To better internal communication.
- To provide a sound basis for decision making to improve institutional functioning.

STRATEGIES OF CELL:

- To ensure timely, efficient and progressive performance of academic, administrative and financial tasks.
- Optimization and integration of modern methods of teaching and learning.
- To assess the credibility of evaluation procedures.
- Ensuring the adequacy, maintenance and functioning of the support structure and services.

- Research sharing and networking with other institutions in India and abroad.
- Internalization and institutionalization of quality enhancement.
- Equitable access to and affordability of academic programmes for various sections of society.
- To develop a system for conscious, consistent and catalytic improvement in the performance of the institution.

The IQAC at SFS College has contributed in institutionalizing the quality assurance processes in the college through establishment of various quality circles, quality parameters and committees like Performance appraisal system, BOE, BOS, Women's cell, digital library, commerce and language lab etc.

B) How many decisions of the IQAC have been approved by the management/authorities for implementation and how many of them were actually implemented?

The Management has approved most of the decisions taken by the IQAC. Following are some of the important decisions approved by the management:

- Streamlining the administrative and academic activities.
- Establishment of Board of Examination.
- Establishment of Board of Studies.
- Comprehensive Performance Appraisal System.
- Introduction of Certificate courses.
- Establishment of digital library, commerce and language lab.
- Establishment of health centre.
- Introduction of department seminars.
- Installation of CCTV camaras
- Introduction of internal curricular and co-curricular audit by IQAC.

C) Does the IQAC have external members on its committee? If so, mention any significant contribution made by them.

The IQAC at SFS College has two external members:

- Mr. Ashley Crasto: The General Manager, Bosch Ltd, Bangalore.
- Mr. Raju Kunnel:

The IQAC meeting with external members is held twice in a year before the beginning of the semester. The external members have made some of the significant and valuable contribution to the institution. They are as follows:

- To begin with, the existence of the IQAC cannot be imagined without the contribution of external members.
- The suggestion of appointment of a full time permanent placement officer was made by the external members, which is already implemented in the year 2014-15.
- The establishment of commerce lab, language lab, and digital library is yet another valuable contribution made by the exernal members.

D) How do students and alumni contribute to the effective functioning of the IQAC?

Students Contribution to the effective functioning of the IQAC:

- The elected College Student Chairperson is the member of the IQAC and he is involved in all the activities of the IQAC, who represents all the students of the College.
- The IQAC also invites suggestions from the students council members during the students council meetings.
- IQAC also interacts informally with the students and suggestions are invited with regards to infrastructural, curricular and co-curricular aspects.

Students Contribution to the effective functioning of the IQAC:

- Alumni participate in institutional contributions through their valuable suggestion and opinions during the alumni meet, which is organized every year.
- IQAC also collects feedback from alumni through standardized format on various institutional curricular and co-curricular aspects. The feedback is then analyzed by the IQAC and decisions are taken accordingly as per the requirement.

E) How does the IQAC communicate and engage staff from different constituents of the institution?

The IQAC communicates and engages staff members in following ways:

- All the HODs and Department Coordinators participate in the planning of the academic year before the beginning of the year.
- IQAC also organizes quality related FDPs for the faculty members.
- The IQAC engages the faculty members and the staff members through various curricular and co-curricular committees, and associations.
- The IQAC interacts with the teaching and non teaching staff members at different levels for effective decision making and thus ensures institutional quality enhancement.

6.5.2 Does the institution have an integrated framework for Quality assurance of the academic and administrative activities? If 'yes', give details on its operationalisation.

The Institution makes all the effort to have an integrated framework for quality assurance of the academic and administrative activities, for which the Institution has established separate administrative wing and academics office, which coordinator with each other to breed in the quality administrative and academic culture.

6.5.3 Does the institution provide training to its staff for effective implementation of the Quality assurance procedures? If 'yes', give details enumerating its impact.

The Institution organizes formal faculty development programs by inviting eminent industrialists and academicians to enhance the procedure of initiating the quality assurance procedures. The Institution also interacts with regards to various quality parameters with teaching and non-teaching members frequently through the staff meetings and IQAC meetings. The impact of the above initiatives taken by the Institutions is tremendous. There has been a continuous qualitative improvement at different level in the institution.

6.5.4 Does the institution undertake Academic Audit or other external review of the academic provisions? If 'yes', how are the outcomes used to improve the institutional activities?

The institution is affiliated with the Bangalore University. The university has its set mechanism to audit the academic working of the college. The university every year sends a team of the experts called as LIC i.e. Local Inspection Committee to conduct academic audit. The team visits the college and very minutely observes the working of the institution in all its aspects. The committee then comments on the performance and thereby suggest the important changes required, similarly the other form of audit comes in the form of the team visiting the institution as and when any new course is

introduced. This committee, too like the previous one remarks and suggests on the changes desirable in the college. The college very honestly adheres to the recommendations made by the committees.

6.5.5 How are the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies/regulatory authorities?

The University Local Inspection Committee is the immediate external quality regulatory authority. The University's Local Inspection Committee (LIC) visits the college annually before renewing the annual affiliation. Quality mechanisms in the institution are aligned to the University's regulations and norms. similarly the other form of audit comes in the form of the team visiting the institution as and when any new course is introduced. This committee, too like the previous one remarks and suggests on the changes desirable in the college. The college very honestly adheres to the recommendations made by the committees.

6.5.6 What institutional mechanisms are in place to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome?

Following are some of the intuitional mechanisms to continuously review the teaching learning process:

- Comprehensive Faculty Performance Appraisal – Review on overall faculty performance is done on an annual basis at various levels.
- Governing body meetings, Staff meetings, IQAC meetings and Student Council Meetings are conducted to deliberate the issues related to the teaching learning process effectiveness.
- Internal and Model examinations are conducted to review the extent of learning in students.
- Student mentoring and counseling system.
- Course Plan, academic journal, time table and department action plans.
- Industry, parents, alumni feedback.
- Board of examination and Board of Studies.

6.5.7 How does the institution communicate its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders?

The institution makes every effort to communicate its quality assurance policies, mechanisms and outcomes to its stakeholders. The Vision and Mission of the institution is displayed at the entrance in the college as well as on the website. The Institution communicates its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders in following ways:

- Staff Council.
- Student's council meetings.
- Staff meetings.
- IQAC meetings.
- Parent Teachers Meetings
- Alumni Meetings
- College Calendar.
- College annual magazine.
- College Website.

CRITERION VII: INNOVATIONS AND BEST PRACTICES

CRITERION VII: INNOVATIONS AND BEST PRACTICES

7.1 Environment Consciousness

7.1.1 Does the institute conduct a Green audit of its campus and facilities?

The Institution does not conduct any formal Green audit of its campus and facilities, but initiatives are taken by the Natures' Club at SFS College to create environmental awareness in the campus through Seminars, rallies, and environment related activities.

7.1.2 What are the initiatives taken by the college to make the campus eco-friendly Energy Conservation?

The following initiatives are taken by the College make the campus eco-friendly:

- Establishment of Nature's Club: The club takes the initiatives on all the environmental related issues.
- E-Waste: The department of Computer Science has taken an initiative to segregate the electronic waste in the campus and dispose it in a systematic manner.
- Parisarotsava: The Nature's club and the department of Humanities organize a one day programme called parisarotsava. On this day power point presentations are arranged highlighting the harmfulness and uses of plastic and its adverse effect on humans as well as animals and to create awareness among student community. Students make eco-friendly products like paper bags, clay pots etc out of eco friendly materials and also cleaning is carried out by the students to keep the campus clean and make a plastic free zone. Open radio programs and street plays are conducted relating to the environment.

7.2 Innovations

7.2.1 Give details of innovations introduced during the last four years which have created a positive impact on the functioning of the college.

The Vision of St. Francis de Sales College is provide a center of excellence for a holistic formation of the young who are capable of both transforming themselves and of acting as catalysts of transformation in the society so as to become the epitomes of

efficiency, in mastering their life-situations and building a progressive and secular nation. The Institution aims to impart quality higher education and to offer professional skills. The institution also aims to inculcate cultural, moral values and to foster faith in God to motivate service orientation, and to strengthen humanism.

The Institution deploys following innovative practices to achieve its vision and mission:

- In order to ensure quality in teaching-learning process, the institution appoints qualified, competent and experienced teachers. The teachers undergo rigorous interview (technical and personal) and demo lectures before the appointment and faculty development programmes, subsequently.
- IQAC conducts the academic audit of the College about performance in academic, curricular, co-curricular, research and extension augmentation of academic infrastructure, student progression and innovative practices in the institution.
- The ICT is extensively used to enhance the teaching learning process in the College.
- The Institution organizes national seminars, workshops and guest lectures by inviting academicians, industrialists, subject experts from other institutions.
- The institution encourages the departments to organize department seminars once in a year to expand the research activities.
- The institution has established a Research Development Centre (RDC) in the College which makes all the efforts to enhance the research activities in the college.
- The RDC also deputes the faculty members to participate in seminars and workshops.
- The Institution also develops linkages the academic institutions, and other external institutions to enhance the student learning process.
- The faculty members at SFS College actively participate in curriculum design and development at University level.
- The faculty also participates in curriculum design and development at college level in relation to certificate courses, and bridge course programmes.
- Women's Cell conducts various programme on the issues of gender inequality and empowerment issues and other related issues. Guest Lectures and seminars are organized by the Women's cell to address the issue of Gender, environment and human rights.
- The College also organizes Ethnic Day to bring in unity in diversity every year.

- The Nature's club in the college aims to bring awareness among the college community regarding the environmental issues like deforestation, pollution, pollution etc.
- The Club organizes guest lectures, and also organizes parisarotsava in coordination with the department of Humanities every. Parisarotsava is a one day event organized to create awareness regarding environment protection. Powerpoint presentations are screened highlighting different problems of the environment; the programme also suggests various means and ways to safeguard and preserve the environment.

- Environment Studies is made a compulsory course by the University for All Courses.
- NSS and NCC wings of the college also organize various rallies, seminars on the issues related to the Human rights.
- The Anti ragging cell, Grievance redressal cell, disciplinary committee at department levels are always on their toes to bring the awareness among the students regarding issues related to human rights.
- St.Francis de College always encourages the faculty to use the ICT tools for the effective delivery of the curriculum to the students. The College has brought it some of the important up gradations in its functioning system like automation of the administrative and library systems, Digital Library, audio-visual teaching aids such as laptops, LCD projectors, CDs to ensure that the College imparts effective programmes to its stakeholders. Recent development to this list includes the establishment of a commerce lab and language lab.
- The institution has establishes tie ups with external institutions who conduct training courses to bridge the gap between education and employment. Final year students are encouraged to voluntarily enrol for this course. The Department of English, the department of humanities, and department of computer science have envisaged various courses to build the knowledge and skills of the students like spoken English courses, technical writing, basics in computers, Dot Not and SQL servers etc. The NSS and NCC wings also engage the students in various social and community service activities.
- To ensure physical fitness, the Institution organizes inter and Intra sports competitions, Stress Management workshops, Student Counselling and Mentoring facility, and also Health Centre facility is provided in the campus.
- The College has initiated entrance test called DESAT entrance test (scholarship programme) to attract students with high marks.
- The institution has a culture of granting free ships and financial aids to the eligible but financially week students.
- The College has full time regular professional counsellor who provides academic and personal counselling to the students. The teacher in –charge carefully monitors the regularity of attendance, participation in seminars and other activities and also the performance of the students in internal

tests/semester examinations. Accordingly the students are advised to improve by way of help and remedial /corrective action.

- The study centric environment and conducive atmosphere of the college encourages faculty members to prove their performance. Although no faculty member has received any award so far, the management encourages and supports their creative initiatives and their achievements are recognized and appreciated. The college provides necessary infrastructure and other required support to encourage teachers to excel in their teaching.
- The College has established very system process of teachers evaluation for the improving the quality of the teaching-learning process.
  The evaluation process is initiated by the Human Resource department at the end of the academic year. The evaluation process is technically named as '360 degree Performance Appraisal'. The evaluation is conducted at four level i.e. appraisal by Students, appraisal by Colleagues, appraisal by HOD and appraisal by the Management i.e. Principal. The evaluation is done through a structured questionnaire, which contains objective as well descriptive questions and the faculties are graded based on the points they earn in the evaluation process
- The institution solicits stakeholder perception on the overall performance and quality of the institution through students, Parents, industry and Alumni. students' perception is obtained through their feedback on teachers and the institution as a whole through structured questionnaires; Parents' perception is obtained through interaction with them during Parent Teachers Meet and also during other occasions on need basis; Industry perception is obtained through through interaction with them during industry visits, guest lectures, workshops and campus placements; Alumni's perception is obtained through interaction with them at Alumni Meets and also at regular intervals through a structured questionnaire.
- SFS College believes in the delegation of power and responsibility to the faculty can enhance their leadership quality. Therefore the roles of HODs, association coordinators, department coordinators, clubs and all faculty in-charges are clearly specified. The various roles of the faculty members with regards to different committees and associations are published in the College calendar which is issued to all the students and faculty members. The Institution also gives complete autonomy and support to the HODs, coordinators and faculty members to organize departmental as well as National Seminars. Faculty development programs are organized to enhance the academic leadership of the faculty members.
- The Institution makes all the effort to have an integrated framework for quality assurance of the academic and administrative activities, for which the Institution has established separate administrative wing and academics office, which coordinator with each other to breed in the quality administrative and academic culture.

7.3 Best practices

7.3.1 Elaborate on any two best practices as per the annexed format which have contributed to the achievement of the Institutional Objectives and/or contributed to the Quality improvement of the core activities of the college.

Best Practice - 1

Title : The Comprehensive Performance Appraisal System

Goal
The Context
The Practice
Evidence of Success
Problems Encountered and Resources Required
Resources Required:
Information relevant and important to the reader for adopting the best practice

Best Practice – 2

Title: Student's Holistic Development – towards achievement of our motto 'Excellence, Transformation and Efficiency'

Goal

Promote student learning and holistic development that also fosters a recognition and appreciation of diversity; Provide services, facilities, and physical structures which encourage interpersonal engagement, stimulation of the learning process

and promotes mental, physical health and wellness; Develop and expand efforts that encourage student career development.

The Context

The purpose of holistic education is to prepare students to meet the challenges of living as well as academics. Holistic education believes it is important for students to learn:

- About themselves.
- About healthy relationships.
- Social development.
- Emotional development.
- Resilience.

For thousands of years before schools there were social groups which taught people about the great adventure of being human; its trials and tribulations, its challenges, and its enormous possibilities for human goodness and even greatness. These groups were extended families, communities or tribes or clans, and religions. For the most part, these groups have disappeared or become compartmentalized in people's lives.

Now, it is predominantly popular culture (the media, music) and colleges from which young people can learn about what it means to be human. But culture has it own agenda (not the welfare of children), and colleges were not designed to replace extended families, communities, and religions. They were designed to prepare people for the world of work; to give them the skill sets that would help them up the ladder of success. Parents, in increasing numbers, are seeking alternatives to mainstream education. Few could criticize the commitment to academic excellence that most colleges and teachers have and work hard to actualize. But more and more parents realize that just learning academics is not enough, and they see young people in their communities suffering from a lack of needed learning, and society suffering as well. Hence it becomes inevitable for the institutions to go beyond the academics and achieve holistic development of their students.

The Practice

St. Francis de Sales College has devised various holistic development initiatives for the students. The below table depicts the various initiatives taken by SFS College for student holistic development:

Programmes Offered	Objectives

Talyy, .Net and SQL, Basics in Computers, Spoken English, Guest lectures, Workshops, departmental fests, cultural fests, Association activities and inter and intra-collegiate events.	**Curricular and Co-curricular Excellence**
The college NSS team regularly visits surrounding areas and villages where people are provided awareness on various social, moral, ethical principles and ways of life. The Students are also motivated by way of special lectures so as to instil moral and ethical values in them.	**Moral and Ethical values**
The college understands that the need of communication skills is vital for the students for better career options. Therefore the institution arranges Verbal and Written Communication Skills workshops. Group discussions, Essay writing, Recitation of poetry, inter and intralevel competitions are held at a regular intervals in the institution. Ethinic day, Value education sessions, Personality development programs Students are also allotted the different responsibilities in organizing various events and activities such as cultural programmes, competitions, seminars, workshops etc. In this way they improve their team building and organizational skills.	**Employable and Life Skills:**
The college provides computer classes for all students to develop their skills of basic computer operating principles which include Basic Computer Operation, MS office, Internet operations etc.	**Better Career Options:**
The college NSS team regularly visits surrounding areas and villages where people are provided awareness on	**Community Orientation:**

various social, moral, ethical principles and ways of life. NCC, NSS, Eye check-up camps, blood donation camps and other social outreach programmes, women empowerment cell etc.	
Nature's Club, Parisarotsava, Rainwater Harvesting, Guest Lectures by Environmentalists/NGO's, Plantation Programmes.	**Environment Protection**
Inter and Intra sports competitions, Stress Management workshops, Student Counselling and Mentoring facility, Health Centre-in house.	**Physical Fitness**

Evidence of Success

Students develop as 'whole persons' as they progress through and complete their college experience. This outcome consists of multiple dimensions, which may be described as intellectual development, emotional development, social development, ethical development, physical development and spiritual development. Thus, student success may be best described as a holistic phenomenon that embraces that multiple dimensions of personal development and the multiple goals of higher education which is again a long term phenomenon.

However, there has been a considerable enhancement among the students in relation to their overall development.

The list of achievement mentioned below is the evidence of success of this practice:

- **Academic Achievement:** Ms.Macy of BBM course secured 5th rank in the Bangalore University Examinations for the year 2010-13.

REPRESENTATION IN INTERCOLLEGIATE AND UNIVERISTY LEVEL SPORTS COMPETITIONS

SL.NO	NAME OF THE ORGANIZING COLLEGE	EVENT	POSITION	ACADEMIC YEAR
1	Bangalore university	Softball	Winners	2011-12
2	SIBM	Football	Winners	2012-13

3	Sindhi College of commerce	basketball	winners	2012-13
4	CMR institute of Management studies	basketball	Runners	2012-13
5	Chelsea sports club, Gonikoppal	Football	Winners	2012-13
6	Bangalore university	Football	winners	2012-13
7	Columbia college	Kho kho	runners	2013-14
8	Columbia college	Throwball	Runners	2013-14
9	Columbia college	volleyball	Winners	2013-14
10	Columbia college	kabbadi	Winners	2013-14
11	Ambedakar stadium, Jan Jam	Basketball	winners	2013-14
12	IFB BOCA Football champs	Football	runners-up	2013-14
13	SFS College	Football	winners	2013-14
14	Garden city College	Football	Winners	2013-14
15	SFS lang trophy	basketball	runners	2013-14
16	SFS College	Football	runners	2013-14
17	bangalore university	basketball	runners	2013-14
18	SIBM	Football	Runners	2013-14
19	Bangalore university	softball	runners	2013-14
20	Symbiosis International University	Football	Winners	2014-15
21	Symbiosis International University	basketball	Winners	2014-15

REPRESENTATION IN INTERCOLLEGIATE AND UNIVERISTY LEVEL - CULTURAL

SL.NO	NAME OF THE ORGANIZING COLLEGE	EVENT	POSITION	ACADEMIC YEAR
1	Kristu Jayanti College	G.Dance	Third Prize	2011-12
2	St.John's College of Nursing	G.Dance	Runnersup	2011-12
3	Bangalore University	Debate	Runnersup	2011-12
4	Bangalore University	Mono act	Winners	2011-12
5	St.Claret College	Solo Dance	Third Prize	3 &4, 2012
6	St.Claret College	Mime	Runnersup	3 &4, 2012
7	St.John's College of Nursing	Western Group	Winners	2012-13
8	St.John's College of Nursing	Indian G-Song	Runnersup	27-01-2012
9	Mount Carmel College	G.Song	Winners	2012-13

10	St.John's College of Nursing	Indian G-Song	Winners	29-01-2013
11	United Mission College	Western G.Song	Runnersup	03-09-2013
12	United Mission College	Vernacular G.Song	Winners	03-09-2013
13	St.Joseph's College	Street play	Winners	3 & 4th 2012
14	St.Joseph's College	Greeting Card	Runnersup	02-03-2012
15	Izee College	G.song	Winners	13-03-2014
16	Izee College	Best Brand	Winners	13-03-2014
17	Izee College	Water painting	Winners	13-03-2014
18	Izee College	Face painting	Winners	13-03-2014
19	Izee College	Photography	Winners	13-03-2014
20	Izee College	Poster Designing	Winners	13-03-2014
21	Izee College	Disguise	Winners	13-03-2014
22	Izee College	Sketching	Runnersup	13-03-2014
23	Izee College	Unique me	Runnersup	13-03-2014
24	Izee College	Dumbcharades	Runnersup	13-03-2014
25	Izee College	Mime	Winners	13-03-2014
26	Spurthy College	Dumbcharades	Winners	13-03-2014
27	Simbiosis Internatioan Business School	Fahion Show	Runnersup	02-08-2014

REPRESENTATION IN INTERCOLLEGIATE LEVEL - IT Fests

SL.NO	NAME OF THE ORGANIZING COLLEGE	EVENT	POSITION	ACADEMIC YEAR
1	Kristu Jayanthi College	Web Designing	Runnersup	2011-12
2	Oxford College of Engineering	coding	winners	2012-13
3	Oxford College of Engineering	Web Designing	winners	2012-13
4	Oxford College of Engineering	Hackathon	winners	2012-13
5	BMS College of Engineering	Web Designing	winners	27-10-2013
6	MS Ramaiah College	Web Designing	winners	28-1st March 2013
7	MS Ramaiah College	PPT Present.	Runnersup	28-1st March 2013
8	Spurthy College	Quiz	winners	03-07-2013

Awards received by the institution for extension activities during the last four year:

1. Best Cadet at Group Level was awarded to BSUO.Manesh.D with cash price of 5000/-
2. Best cadet of battalion was awarded to CSUO.Delorangam Hranbung
3. CSUO.Delorangam Hranbung attended Republic Day Camp at New Delhi in 2014 (PM Rally) and has attended paratraining course at Agra, UP (Represented Karnataka and Goa, Directorate)

4 Manesh.D attended All Indian Thal Sainik Camp (TSC) at New Delhi in 2012 and secured 1 Gold and 1 Silver Medal at All India Level for Judging Distance and Field craft and Battle Craft (FCBC), (Represented Karnataka and Goa, Directorate)

Problems encountered and Resources Required:

- At the initial stages, student participation was the biggest hurdle for the implementation of the practice.
- Financial resources.
- Limited period of time – University Semester system.
- Lack of Efficient faculty organizers**.**

Resources Required:

- Dedicated and motivated faculty members to effectively motivate students for holistic development.
- Adequate funds to organise the activities.

1 The NCC Officer is also division warden for Karnataka civil defence of division 50 electronic city and hulimavu branch.
2 He was the course senior during the training period which was conducted during July to September 2013.
3 One of our cadets Harshavardhana has edited the NCC Karnataka and Goa Directorate Magazine ‘The Cadet’ in the year 2013-14.