The Annual Quality Assurance Report (AQAR) of the IQAC

ST FRANCIS DE SALES COLLEGE

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

1. Details of the Institution

1.1 Name of the Institution	St. Francis de Sales College
1.2 Address Line 1	Electronics City Post,
Address Line 2	Hebbagodi
City/Town	Bangalore
State	Karnataka
Pin Code	560100
Institution e-mail address	St.Francis De Sales
Contact Nos.	+91 95919 85135 +91 95919 81063 +91 95919 81031
Name of the Head of the Institution:	Dr.P.K.Roy
Tel. No. with STD Code:	080-27836165
Mobile:	+91 8281746929

Name of the IQAC Co-ordinator: Sailaja.M

Mobile: +91 9845604841

IQAC e-mail address: iqacatSt.Francis De Sales @gmail.com

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)* KACOGN19658

1.4 **NAAC Executive Committee No. & Date:** EC/06/A&A/042 dated 1-05-2015
(For Example EC/32/A&A/143 dated 3-5-2004. This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

1.5 Website address: www.sfscollege.in

Web-link of the AQAR:

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	A	3.11	2015	2020

1.7 Date of Establishment of IQAC : DD/MM/YYYY 20th October 2012

1.8 AQAR for the year *(for example 2010-11)* 2016-17

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

http://St.Francis De Sales college.in/pdf/AQAR_16.pdf

1.10 Institutional Status: **Affiliated College**

Type of Institution : **Co-education**
Rural

Financial Status: **Totally Self-financing**

1.11 Type of Faculty/Programme: Arts
Science
Commerce
Management

1.12 Name of the Affiliating University *(for the Colleges)* Bangalore University

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

2. IQAC Composition and Activities

2.1 No. of Teachers	5
2.2 No. of Administrative/Technical staff	1
2.3 No. of students	Student council
2.4 No. of Management representatives	3
2.5 No. of Alumni	2
2. 6 No. of any other stakeholder and community representatives	2
2.7 No. of Employers/ Industrialists	Nil
2.8 No. of other External Experts	2
2.9 Total No. of members	19
2.10 No. of IQAC meetings held	5

2.11 No. of meetings with various stakeholders.

Faculty 03 Non-Teaching Staff 2

Students Alumni 01 Others

2.12 Has IQAC received any funding from UGC during the year? Yes No ✓

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. 1 International National 1 State Institution Level 4

(ii) Themes **Creative teaching for global competence**

2.14 Significant Activities and contributions made by IQAC

- A two day Faculty development program on 1st and 2nd July was organized had emphasized on teaching, building leadership, personal learning by Global Leadership partners who are certified by black ford centre for counselling UK.
- To maintain Uniform standard for each of the departments as department profile , a standard format was suggested by IQAC for Department Profile with all the 7 criteria's of NAAC.
- For better Auditing purpose various formats were introduced as check list for files and audit report
- 24th Jan international seminar was organized by the department of psychology and English literature on influence of neo Freudian theories in 20th century literature.
- One day national workshop on **Creative teaching for global competence** was organized on 23rd March 2017.
- National Seminars for the students at the under-graduate level. Another unique feature was that 4 national seminars – under the departments of BA, BSc and BCA, B.Com and BBA – were held simultaneously on the same day, Sep 20, 2016.
- Quills quake is the desalite radio, was revived on 3rd July and blessed by Rev.Fr.Tony Eranyakulathi .In continuation **"Flair Press"** had organized a programme on Radio Programming and RJ training on 18 August 2016.
- **Staff felicitation**: In recognition to the service by staff who completed 10 years, college initiated felicitation to the staff.

- Streamlining the mail Ids for HODs and coordinators. To ensure record of all the official communication, college had made it compulsory for the HODs to use the official mail ID's .

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
Permanent affiliation	Received permanent affiliation.
Introducing PG courses	First batch of PG courses have been started.
Conduction faculty development programs and department seminars.	FDP on and regular departmental seminars were conducted
National level Work shop	A national level Work shop on creative learning for global competence was conducted.
360 degree appraisal modification.	Self appraisal included in 360 degree appraisal had been implemented .
College Radio, Newsletters and St.Francis De Sales app .	Quills Quake college radio and Desalite app have been launched. Department wise newsletters .

** Attach the Academic Calendar of the year as Annexure.*

2.15 Whether the AQAR was placed in statutory body Yes

Management ✓

✓

Provide the details of the action taken : The AQAR was approved by the management.

- Management has taken IQAC suggestions to enhance the infrastructure facilities for the staff and students .
- More toilet facilities provided.
- More equipment for electronics lab were added
- Digital library and other facilities like more projectors for better ICT.

Part – B

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	NA	NA	NA	NA
PG	NA	(M.com) M.Sc(phy) 2	2	NA
UG	5	1 (B Com Vocational)		
PG Diploma	NA	NA	NA	NA
Advanced Diploma	NA	NA	NA	NA
Diploma	NA	NA	NA	NA
Certificate	04(Tally,Dot Net. ,Php, NSDC certificate courses)			
Others				
Total				

Interdisciplinary				
Innovative				

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

Pattern	Number of programmes
Semester	UG - 5 PG – 5(approved)

1.3 Feedback from

Alumni ✓ Parents ✓ Employers ✓ Students ✓

(On all aspects)

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

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

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

As per Bangalore university Syllabus

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

The Post Graduate Centre of the St. Francis de Sales College was registered under Bangalore University and started with two Post Graduate courses during the academic year 2016-2017. The Courses offered were M.Com and M.Sc Psychology catering to the needs of both the Commerce and Science students. There were a total of eight students, six for M. Com and two for M.Sc Psychology. The courses were started to support the students who want to pursue their PG and the college has plans to start with few more courses in the future years.

5 post graduate courses have been approved with the following intake:

1. M.Com total Intake – 40 (20 counselling and 20 management quota)
2. M.Sc Psychology total Intake – 40 (20 counselling and 20 management quota)
3. MFA total Intake – 50 (25 counselling and 25 management quota)
4. MA English Intake – 40 (20 counselling and 20 management quota)
5. MA Journalism total Intake – 40 (20 counselling and 20 management quota)

Criterion – II

2. Teaching, Learning and Evaluation:

2.1 Total No. of permanent faculty

UG

Total	Asst. Professors	Associate Professors	Professors	Others Non-Teaching
36+5	Permanent –28 Temporary-8			Permanent -2 Temporary -4 Counsellor 1

PG

Total	Asst. Professors	Associate Professors	Professors	Others
10	Permanent -03 Temporary -07	Nil	nil	nil

2.2 No. of permanent faculty with Ph.D. 5(PG & UG)

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

UG:

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
7	7	-	-	-	-	-	-	-	-

PG

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
	7	-	-	-	-	-	-	-	-

2.4 No. Guest and Visiting faculty and Temporary faculty

	Visiting Faulty	Guest Faculty
UG	3	
PG	05	02

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	2	52	
Presented		19	
Resource Persons			6

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

- Wednesday Afternoon Seminar Series (WASS)
- Review of research papers
- Sponsoring faculty members for undertaking research, for presenting and publishing papers in reputed journals
- Guiding students to present papers at regional/state/national level seminars
- Micro teaching in practice
- Use of ICT in teaching learning process
- Establishing the course plan for every subject well before the commencement of each semester along with the course hand outs which are made available to all students on the start of the academic year
- Teacher's study materials [soft copy-power point/PDF presentation] are shared with students
- Institution conducts remedial classes and diagnostic tests for slow learners based on that it adopts teaching strategies to improve the level of learning.
- For advance learners, the institution encourages them to take part in research projects and presentation of papers at various levels.
- Videos related to the subject-topics .
- Live Trading was shown in Auditorium relating to Stock and Commodity Markets
- Industry Experts were called for Guest Lecture to give practical exposure on relevant topics PPT,Case Studied, Classroom, Discussions, Peer Learning
- Encouraging brighter students to engage classes for weaker students after college timings/hours
- **Curriculum Delivery:** Bridge Course, Add on Programs (Tally, Banking and Finance), Guest Lectures, Seminars & Workshops to form a basis for enhancement of holistic subject knowledge.
- **Co-Curricular:** Group Discussion, Mock Interviews, Quizzes, Debates, Presentations/Seminars, Group Competitions, Discussions on Current and International Affairs, Economic Review, Stock Market, Sports, Health, Entertainment, Environment, Safety.
- **Electives Offered:** Accounting, Finance, Banking & Finance
- **Skill Oriented Programs:** English Grammar and Communication skills, Basics in Computer, Basics in Accounting , Kannada Language Course.

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

UG 181

PG 180

2.8 Examination/ Evaluation Reforms initiated by the Institution.

OMR sheets were introduced for Non Core subjects with multiple choice questions for internal and model examinations for students to get practice .

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

nil

2.10 Average percentage of attendance of students

75

2.11: Course/ Programme wise distribution of pass percentage:

CBCS RESULT PERCENTAGE

PERCENTAGE OF STUDENTS WITH 1ST CLASS DURING PREVIOUS YEAR

NOV 2016

Sl. No	Course	No. of Students Appeared	Outstanding O Grade	1ST Class Exemplary A+ Grade	1ST Class Distinction A Grade	1ST Class B+ Grade	%
1.	BA I SEM	81	0	0	06	26	39.50%
2.	BA III SEM	77	0	02	13	29	57.14%
3.	BA V SEM	80	0	03	12	20	43.75%
4.	B.COM I SEM	164	0	07	24	43	45.12%
5.	B.COM III SEM	200	0	01	28	38	33.5%
6.	B.COM V SEM	181	05	15	39	48	59.11%
7.	BBA I SEM	39	0	01	05	04	25.64%
8.	BBA III SEM	39	0	0	05	10	38.46%
9.	BBA V SEM	49	01	02	03	06	24.48%
10.	BCA I SEM	Result declared as not processed					
11.	BCA III SEM	27	0	03	04	05	44.44%
12.	BCA V SEM	37	0	01	08	09	48.64%
13.	B.Sc I SEM	Result declared as not processed					
14.	B.Sc III SEM	08	0	01	03	0	50%
15.	B.Sc V SEM	13	0	02	0	0	15.38%

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Hebbagodi, Electronic s City P.O
BANGALORE - 560 100

PERCENTAGE OF STUDENTS WITH 1ST CLASS DURING PREVIOUS YEAR

MAY 2017

Sl. No	Course	No. of Students Appeared	Outstanding O Grade	1ST Class Exemplary A+ Grade	1ST Class Distinction A Grade	1ST Class B+ Grade	%
1.	BA II SEM	80	0	0	11	21	40%
2.	BA IV SEM	72	0	01	26	24	70.83%
3.	BA VI SEM	78	0	06	25	22	67.94%
4.	B.COM II SEM	164	0	08	38	34	51.94%
5.	B.COM IV SEM	188	0	04	34	57	50.53%
6.	B.COM VI SEM	165	02	19	42	46	66.06%
7.	BBA II SEM	36	0	03	0	07	27.77%
8.	BBA IV SEM	38	0	04	07	10	55.26%
9.	BBA VI SEM	54	0	05	08	12	46.29%
10.	BCA II SEM	46	0	04	12	09	54.34%
11.	BCA IV SEM	26	0	04	04	07	57.69%
12.	BCA VI SEM	36	01	09	11	02	63.88%
13.	B.Sc II SEM	15	0	01	03	01	33.33%
14.	B.Sc IV SEM	08	0	0	01	01	25%
15.	B.Sc VI SEM	14	0	03	04	0	50%

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

- Through Bench Marking
- Through Students Performance
- Through Feedback System
- The IQAC periodically conducts sessions to explore avenues to enhance teacher effectiveness through professional skill development training programmes.
- The College encourages research, publications, paper presentations and participation in international/national/regional workshops, conferences and symposia. Senior faculty and administrative heads discuss future plans of the institution and prepare a road map for quality assurance and enhancement.
- Faculty members are motivated to design contemporary, skill based and value-added courses. Rigorous review of the functioning of the various units of the College is a part of quality enhancement/sustenance measures such as:
- Periodical review of the teaching-learning process at the end of each semester Feedback from students on teaching. And performance based appraisal system, giving staff to appraise themselves before it is been reviewed .
- IQAC in its meeting with faculty members advises them to convene Annual Plan Meeting at the beginning of each session and weekly , assign syllabus to the departmental teachers, prepare time schedule for term tests & to convene term review meetings. IQAC also suggests the departments to conduct , student seminars , department seminars, FDP's, educational tours & excursions. In this way IQAC monitors and evaluates the teaching & learning processes of the college.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	*Number of faculty benefitted*
Refresher courses	
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	4
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	1
Others	

2.14 Details of Administrative and Technical staff:

UG

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	4	0	0	1
Technical Staff	2	Nil	Nil	1(Driver)

PG

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	02	0	0	0
Technical Staff	Nil			

Criterion – III

3. Research, Consultancy and Extension

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

A Seminar is a form of academic instruction, either at an academic institution or offered by a commercial or professional organization. It has the function of bringing together small groups for recurring meeting, focussing each time on subject, at ST.FRANCIS DE SALES every department BA, BSc, BCA, B.Com and BBA faculty have presented papers on various research and conceptual topics.

Researches for students are usually associated only with the post-graduation level. But ST.FRANCIS DE SALES has taken a bold step by organizing National Seminars for the students at the under-graduate level. Another unique feature was that 4 national seminars – under the departments of BA, BSc and BCA, B.Com and BBA – were held simultaneously on the same day. This novel venture saw over 600 students gathering to participate and present their papers on various topics.

Department of commerce has initiated a week as guest lecture week “Infinity”

FDP- In order to be updated with the current affairs and also the new and innovative methods of teaching, faculty development programs are organised once in every semester, This is also done to boost confidence and morale among the faculty. It is done department wise or as a general one for the entire faculty.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	No			
Outlay in Rs. Lakhs	No	No	No	No

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number				No
Outlay in Rs. Lakhs	No	No		No

3.4 Details on research publications

	International	National	Others
Peer Review Journals	-	-	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings			01

3.5 Details on Impact factor of publications:

Range -- Average -- h-index -- Nos. in SCOPUS

3.6 Nil

3.7 No. of books published i) With ISBN No. 7 Chapters in Edited Books 1

ii) Without ISBN No. 3

3.8 No. of University Departments receiving funds from

UGC-SAP --- CAS --- DST-FIST ---

DPE DBT Scheme/funds ---

3.9 For colleges Autonomy CPE --- DBT Star Scheme ---

INSPIRE CE --- Any Other (specify) --

3.10 Revenue generated through consultancy nil

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	01	01			

Sponsoring agencies					

3.12 No. of faculty served as experts, chairpersons or resource persons: 5

3.13 No. of collaborations International nil National nil Any other nil

3.14 No. of linkages created during this year nil

3.15 Total budget for research for current year in lakhs :

From Funding agency nil From Management of University/College 1.34

Total nil

3.16 No. of patents received this year:Nil

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

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them 01

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level 110 State level(world yoga day) 63

National level - International level -

3.22 No. of students participated in NCC events:

University level 110 State level 318

National level 13 International level nil

All India camp 2

3.23 No. of Awards won in NSS:

University level State level 1

National level 3 International level

3.24 No. of Awards won in NCC:

University level State level 03

National level 01 International level nil

3.25 No. of Extension activities organized

University forum College forum

NCC NSS 4 Any other

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

- On 26th June 2016,Anti drug awareness was conducted in our college on account of International day of drug abuse and illicit trafficking.
- Our cadet Vimal Clinton attended republic day camp held in New Delhi, our cadets have also participated in many national level camps like IGC (RDC, TSC), SNIC, ALC, SSB Capsule training, All India Trekking etc..
- Our cadets participated in state level republic Day Parade in Manekshaw Parade ground.Our cadets are worthy of receiving many award like DDG.
- Social Awareness and adventure activities like Swatch Barath Abiyan, International day of Drug Abuse, Health Camp, Village adoption, Tree plantation, Women Harassment Rally, Blood and Organ Donation,NCC Awareness program, Trekking, Yoga and Personality Development, Disaster management, Self Defence,Marathons etc., Students who have under gone training at the NCC have Self Discipline leadership qualities and value system. Role of organization is to empower youth.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total Amount
Campus area	23,00000sft	10,000	self	1,50,00000
Class rooms	29	6		
Laboratories	4			
Seminar Halls	3			
No. of important equipments purchased (≥ 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

(Renovation of closed auditorium and upgradation of business lab to seminar hall)

4.2 Computerization of administration and library:Proposal to get MIS

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	9525	2,07,855	622	89112	10147	296967
Reference Books	301		23		324	
e-Books				16,615		
Journals	24	35830	3	12000	27	47830
e-Journals						
Digital Database	INFLIBNET DELNET					
CD & Video	215		30		245	
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	132	2(75 systems)	24	1	3	4	3	
Added	27	Nil	5	Nil	Nil	2	1(Pg)	Nil
Total	159	2	39	1	3	7	5	45

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

Basic computer certificated course was conducted to the students. which included Office tools like M S Word, Power point, Excel , Basics of network and internet.(As part of EC& CC)

4.6 Amount spent on maintenance in lakhs:

i) ICT	Rs 98000\-(Projectors)
ii) Campus Infrastructure and facilities	
iii) Equipments	
iv) Others	12,182(Anti-virus)
Total :	Rs 110182

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Audio broadcast messaging system
- Through Digital Notice Board (On the web site)
- Through SMS services
- Through Letter correspondence
- Through circulars
- Through Suggestion box Contribution of IQAC in enhancing awareness about Student Support Services

5.2 Efforts made by the institution for tracking the progression

The Mentoring System: Mentoring is continues relationship between student and the faculty, to enhance the quality education system as well as the mould students toward their career. ST.FRANCIS DE SALES college practices the mentoring system to track the students overall performance and provide the opportunity and guidance when ever required individually.

Sammilana: Sammilana is term means meeting for good and development ST.FRANCIS DE SALES has a culture meeting the parents of each student once in a semester for better understanding of student academic behavior and help the students to perform better both in academics as well as other activities. Sammilana opens up new techniques to deal with student's progression. And also bridges strong bonding between parents and the institution.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
350(including foreign students)	8	NIL	NIL

(b) No. of students outside the state

UG	101
PG	02

(c) No. of international students 04

(d) Men

	No	%
UG	204	58
PG	04	50

Women

	No	%
UG	143	42
PG	04	50

		This Year 2016-17					
	General	SC	ST	OBC	Cat 1	Physically Challenged	Total
UG	205	37	7	59	36	2	346
PG	1	1		6			8

Dropout no:

UG	22
PG	Nil

5.4 Details of student support mechanism for coaching for competitive examinations (If any) No. of students beneficiaries:

Keeping in view the financial stutus of the students faculty support them for the competitive exams.

5.5 No. of students qualified in these examinations : Nil

5.6 Details of student counselling and career guidance:

The Student Counselling Centre extends counselling assistance to students with psychological, academic and social concerns. These services are provided on appointments or refreffed by the mentors that seek to enable students to function effectively and improve their wellness quotient. Students with serious psychological problems are counselled regular. The centre also conducts workshops for staff and students on counselling and life skills.

No. of students benefitted 127

5.7 Details of campus placement

On campus			***Off Campus***
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
07	180	Selected -23 35(Nissan)	40(tech pool)

5.8 Details of gender sensitization programmes

ST.FRANCIS DE SALES College follows co education systems it makes sure modify the behaviour of students by raising gender sensitivity. Sensitization is the demine of Humanities and Social Sciences as the part of academics the department of Humanities bring an awareness about Gender equality, Empowerment, and creates an environment for normal development of an individual and respecting the posit gender views.

The Women cell, Department of Humanities, NSS, Counselling and all other department at ST.FRANCIS DE SALES College takes up the initiative to create gender sensitization programmes.

- An "Awareness to Prevent Ovarian and Breast Cancer" was organized by Women's Cell on 5th August, 2016.
- On 23rd February a rally was organized for women's protection and safety, boys from ST.FRANCIS DE SALES and other surrounding colleges, along with various NGOs like vimochana, volunteer from art of living etc had taken part in .this event was culminated by students gathering at ST.FRANCIS DE SALES college, and were addressed by various eminent personalities regarding the protection and safety for women.

5.9 Students Activities

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

State/ University level 10 National level 3 International level NiL

No. of students participated in cultural events

State/ University level National level International

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

Sports: State/ University level 02 National level NIL International level NIL

Cultural: State/ University level National level NIL International level NIL

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	15	1,29890
Financial support from government	24	1,90,058
Financial support from other sources	08 Students fee(PG)	3,40,000
Number of students who received International/ National recognitions		

5.11 Student organized / initiatives :Nil

5.12 No. of social initiatives undertaken by the students.

- On 26th June 2016,Anti drug awareness was conducted in our college on account of International day of drug abuse and illicit trafficking.
- Our cadet Vimal Clinton attended republic day camp held in New Delhi, our cadets have also participated in many national level camps like IGC (RDC, TSC), SNIC, ALC, SSB Capsule training, All India Trekking etc..
- Our cadets participated in state level republic Day Parade in Manekshaw Parade ground.Our cadets are worthy of receiving many award like DDG.
- Social Awareness and adventure activities like Swatch Barath Abiyan, International day of Drug Abuse, Health Camp, Village adoption, Tree plantation, Women Harassment Rally, Blood and Organ Donation,NCC Awareness program, Trekking, Yoga and Personality Development, Disaster management, Self Defence,Marathons etc., Students who have under gone training at the NCC have Self Discipline leadership qualities and value system. Role of organization is to empower youth.

5.13 Major grievances of students (if any) redressed:

An in house phycologist addresses the grievances and other issues , about 27 clients were counselled in 120 sessions .Students and faculty grievances would be addressed by the grievance cell.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

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.

6.2 Does the Institution has a management Information System. Yes (Optra)

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

6.3.1 Curriculum Development

As the College follows the Syllabus and Curriculum of Bangalore University.

6.3.2 Teaching and Learning.

- Use of ICT
- Establishment of the course plan for every subject well before the commencement of each semester along with the course handouts which are made available to all students on the start of the academic year
- Teacher's study materials [Soft copy-PPT slides/PDF presentation] ARE shared with students
- Organizing conferences, seminars, workshops and guest lectures
- Deputation of students and faculty for conferences, seminars and workshops
- Remedial classes, student counselling and internal tests are being conducted on a routine basis.
- Organizing student seminars on recent trends and developments in respective subjects.

6.3.3 Examination and Evaluation.

Students are evaluated regularly by conducting CIA . and given an opportunity to discuss their performance and doubts. Parents of the desalites are met in order to keep them updated regarding their wards performance.

6.3.4 Research and Development

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.

- Persuade students to take up small research based projects.

- Encourage faculty and students to present and publish papers, articles at national and international level.
- To inculcated research in students, regular seminars, conferences and workshops are organized at national and international level both for students and the faculty.
- We ensure every student is indulged in research activity at various levels, level 1 students collect data and present them . level 2 they do a literature review of few existing papers . level 3 they propose and present the papers.
- National level workshop**:**

6.3.5 Library, ICT and physical infrastructure / instrumentation.

To develop and update facilities in the library, the IQAC has adopted the following strategies

i) The physical infrastructure has been improved.

ii) Latest books are purchased every year

iii) Every year classes on 'User-orientation' are arranged by the librarian.

iv) Digital Library service has been made available to the library users.

6.3.6 Human Resource Management.

- College in the beginning of every academic year conducts an election in a democratic manner to bestow the responsibility to the deserving young talents for the academic year.
- A Staff representative is also elected democratic manner at the beginning of the academic year.
- There is a Governing Body that manages and develops the total human resource of the college.
- The college's aim is to make optimum use of the available human resource.

6.3.7 Faculty and Staff recruitment.

The staff recruitment process is a transparent process which begins by publishing an advertisement , and then the short listed candidates are interviewed by a panel consisting of The Manager, Principal, vice principal and subject expert..

6.3.8 Industry Interaction / Collaboration: Infinity is a guest lecture week is initiated to bring eminent people from both industry and academics under one roof to have students interaction and to have collaborations.

6.3.9 Admission of Students

- .Admission of students is done completely on the basis of merit.
- Pre Admission counselling of students are done to identify their area of interest and to guide them to choose their subject.
- Scholarship is offered to deserving student by conducting DSAT.

6.4 Welfare schemes for.

Teaching Staff: Provident fund , scholarship to the staff kids studying in ST.FRANCIS DE SALES institutions, caretaker for employee kids .

Non Teaching staff: ESI, TA, DA Medical reimbursement in serious cases , interest free loans for repairs and construction of houses , Provident Fund, Festival bonus , scholarship to the staff kids studying in ST.FRANCIS DE SALES institutions.

Students: In addition to the government Scholarships based on DSAT (desalite scholerhip test), college provide Scholarships, endowments, and cash Prizes to deserving students .

6.5 Total corpus fund generated nil

6.6 Whether annual financial audit has been done Yes ✓ No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic			Yes	IQAC
Administrative			Yes	IQAC

6.8 Does the University/ Autonomous College declares results within 30 days? Not applicable.

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

- Introducing internal and model exams for non-core subjects, in the same patter with the OMR sheets
- Issuing hall tickets for the internal exams in order to bring in the seriousness among the students.
- Following the same university question paper pattern and exam pattern.
- Strict invigilation system with one invigilator for every 20 students.

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

- Appointing staff as sitting squared during the university examination in other examination centres.
- Getting permanent affiliation.
- Applying for physical and pure science course.

6.11 Activities and support from the Alumni Association

- Amizade the alumina association organizes an alumina meet every year on second Sunday of August, and alumina details are published every year and are connected via social media .
- Talented and qualifies Alunimi students are encouraged to take guest lectures and are given a chance to take up some papers as visiting faculty.
- Allumini support in placement, admission and infra structural development of the college.

6.12 Activities and support from the Parent – Teacher Association.

- The College does not have an established Parent – Teacher Association. However there are activities organised by the college as sammalana wherein parents meet the faculty to know regarding their wards performance .
- Departments organise a one-on-one dialogue with parents whose children need further support and counselling services to enhance performance in academic and co curricular activities
- In few cases principal along with other staff members meets the wards parents or even visit's their home when needed .
- Supports in admission and placement activities.

6.13 Development programmes for support staff.

- Interest free loans for repairs and construction of houses ,
- Festival bonus , Scholarship to the staff kids studying in ST.FRANCIS DE SALES institutions.
- Medical reimbursement on deserving cases.
- Periodic training in the use od toiletries driving etc.

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

- Waste paper in collaboration with management ITC Bangalore ,planting trees by NCC and NSS in the campus.
- Swatch Bharath awareness , clean green and eco friendly campus campaign was done.

Criterion – VII

7. <u>Innovations and Best Practices</u>

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

- 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 has a culture of granting free ships and financial aids to the eligible, meritorious and financially week students. By conducting The entrance test DESAT entrance test (scholarship programme) and granting scholarships.

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

Annexure II

7.3 Give two Best Practices of the institution *(please see the format in the NAAC Self-study Manuals)*

In order to kindle a thirst for more knowledge, ST.FRANCIS DE SALES College has introduced research for the undergraduate students as a new initiative. Final year students of 2014-2017 batch were guided regarding the research methodology and they chose sub themes from the main topic given to them. They were formed into groups of 5-6 students and asked to select a sub theme. They did review of literature, data collection, analysis of data and interpretation etc. under the guidance of their mentors. Most of them presented these papers in the National Level Student Seminar organised by the College in September, 2016 on the theme "Impact of New Foreign Policy on the Indian economy." The groups of students also submitted a copy of their papers to the department in spiral binding.The students are also encouraged to present and publish papers in the Seminars conducted by other Departments of ST.FRANCIS DE SALES College.

In each semester, the faculty members of each department are encouraged to present and publish research papers on any relevant topic. They are also encouraged to opt for inter-disciplinary topics so as to widen their knowledge on that topic. In a semester, a particular department may either present research papers or conduct Faculty Development Program (FDP). Both are presented in

front of faculty members of all departments, a select group of interested and bright students and the management of the college.

Provide the details in annexure (annexure need to be numbered as i, ii,iii)

7.4 Contribution to environmental awareness / protection:

The College constantly seeks to promote the Care of Mother Earth initiative. One of the primary objectives of the institution is to sensitise students on environmental issues and to motivate them to promote ecological justice and sustainable development.

Nature Club organized an awareness program on waste management on 27th August the session was handled by Ms. Phinu Mary Jose, mainly focused on the promotion of volunteerism among the teacher-student community and the need of community based center for an eco friendly environment. An awareness program on recycling and waste segregation was organized on 2nd February, 2017. This session was addressed by Ms. Lipika, program coordinator of recycling project of ITC, Bhuvaneshwar.On 3rd March, 2017 various creative objects out of dry waste papers were exhibited by the students. The College, on a regular basis, makes a thorough environmental assessment of the campus and implements healthy ecological practices in water and energy conservation and waste management. The three 'R's: "Reduce", "Reuse" and "Recycle" form the essence of every eco-friendly practice adopted in the College with effective Waste management eg.Making books from unused papers. Automatic sanitary napkin disposal machine. Water recycling for gardening.

7.5 Whether environmental audit was conducted? Yes ☐ No ✓

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

Strengths

- Campus Location :
  a) Semi urban which caters to both the rural and urban community, amidst the IT Hub (electronics city).
  b) Environment -friendly measures undertaken to keep campus clean ,green and eco friendly

- Good Pedagogy academic support
- Good infrastructure - specious, clean, airy classrooms. LCD projectors
- Well –equipped Conference Room, Examination Room, Computer Labs, Auditorium.
- A holistic educational experience.
- Effective Mentoring of students.
- A large number of scholarships disbursed to students from marginalized and economically deprived section
- Always staying connected with parents of students to yield better behaviour of students and their results.
- Conducting re-tests so as to give opportunity to students to improve their marks and thereby secure better IA marks.
- Weekly Faculty Review Meetings to jointly discuss issues affecting the department and resolving them in the best interest of students.
- Conducting weekly Students Seminar so as to develop the student's confidence, communication skills and to enhance their knowledge.
- Regular performance appraisal of teachers which ensures their dedication.

Weaknesses:

- Not all Staff members have a Ph.D or NET
- Need for more linkages with Industry and National / International Research Institutions.

Challenges:

- To match up to the competition from other autonomous institutions
- Challenges faced due to foreign students .
- To introduce more UG & PG Course with special reference to applied Sciences.
- To meet the diverse need of Student community and to make them employable and to meet the Global competition
- To balance between the heterogeneous students(International, rural, other states)
- Admitting students with pass percentage and supplementary students on a provisional basis.

8. **Plans of institution for next year**

- To start Bachelors courses in Physical or Pure science (BSC)
- To start other approved PG courses.
- To improve the results.
- Enhance research activities and publications
- Academic Audit.
- Enhance Consultancy.
- Placement assistance.
- Faculty development programs.
- Enhancing ICT Facilitates.

Name SAILAJA.M *Name* DR.P.K.ROY

_____ _____

Signature of the Coordinator, IQAC *Signature of the Chairperson, IQAC*

_____***_____

Annexure I

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme

CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

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Annexure II

Action taken Report

➢ PG courses.	**M.Com , MA courses have been started**
➢ Students National seminar.	Researches for students are usually associated only with the post-graduation level. But ST.FRANCIS DE SALES has taken a bold step by organizing National Seminars for the students at the under-graduate level. Another unique feature was that 4 national seminars – under the departments of BA, BSc and BCA, B.Com and BBA – were held simultaneously on the same day.This novel venture saw over 600 students gathering to participate and present their papers on various topics.
➢ Enhance research activities and publications	Management has encouraged staff for publishing papers by giving incentives.
➢ Academic Audit.	Academic audit was done .
➢ Enhance Consultancy.	Staff wear encouraged to go for guest lectures and other consultancy activities.
➢ Placement assistance.	A full time placement officer was appointed.
➢ Faculty development programs.	Various faculty development programs in the field research, teaching learning, communication, Recycle reuse , RJ
➢ Enhancing ICT Facilitates.	Each department was give atleast one A/V facility room.
➢ International Seminar.	➢ 24th Jan international seminar was organized by the department of psychology and English literature on

➢ And national work shop ➢ College Radio ➢ Newsletters .	influence of neo Freudian theories in 20th century literature. ➢ One day national workshop on **Creative teaching for global competence** was organized on 23rd March 2017. ➢ Quills quake Collage radio was inaugurated. ➢ Every department submits monthly newsletters .

Annexure III

College calendar

ACADEMIC YEAR 2016 – 2017

JUNE

5th	Sunday	Environmental day
8th	Wednesday	World Oceans Day
14th	Tuesday	Blood Donors Day
20th	Monday	EYKAIVIA – Welcome to Freshers/ World Refugee Day
21st	Tuesday	International Yoga Day
21st to 24th	Tuesday	Bridge Course
25th	Sunday	Anti-Drug Day
27th	Monday	Reopening for 2 & 3 years

JULY

1st & 2nd	Fri & Sat	Staff Orientation
3rd	Sunday	Feast of St Thomas / Shab-e-Quadar
4th	Monday	Elections : CRs, Sports rep, Cultural rep
5th	Tuesday	Elections : College Council Members
6th	Wednesday	Qutub-e-Ramzan

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14th	Thursday	Prayan & Freshers' Day
15th & 16th	Fri & Sat	Prathiba
30th	Saturday	Staff Seminar – Dept of BA

AUGUST

1st to 4th	Mon-Thu	1st Internals
6th	Saturday	Hiroshima Day
9th	Tuesday	Nagasaki Day
12th	Friday	Varamahalakshmi Vratha/ International Youth Day
13th to 15th	Sat & Mon	Athenia
15th	Monday	Independence day
20th	Saturday	Sammilana: Parent – Staff-Student Meeting
26th	Friday	Women Equality Day

SEPTEMBER

1st	Thursday	National Nutrition Day
5th	Monday	Ganesha Chathurthi/ Teachers' Day
8th	Thursday	Nativity of Our Lady
12th	Monday	Bakrid

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16th	Friday	Razmatazz / World Ozone Day
17th	Saturday	Student Seminar Presentation (All Depts)/ International Day for Peace
30th	Friday	Mahalaya Amavase
21st	Wednesday	Staff seminar
22nd to 29th	Thu – Thu	Model Exams
23rd	Friday	Day of the Deaf
24th	Saturday	Girl Child Day/NSS Day
27th	Tuesday	World Tourism Day
28th	Wednesday	World Heart Day

OCTOBER

1st	Saturday	Student Seminar Presentation (All Depts)/ World Elders Day
17th	Monday	Anti-Poverty Day
29th	Saturday	Naraka Chathurthi/ Deepavali

NOVEMBER

1st	Tuesday	Kannada Rajyothsava/ All Saints Day
2nd	Wednesday	All Souls Day
3rd	Thursday	Commencement of Theory Exams
8th	Tuesday	World Quality Day
9th	Wednesday	Legal Service Day
14th	Monday	Chidren's Day/ Gurunanak Jayanthi
16th	Wednesday	International Day of Tolerance and Peace
17th	Thursday	Kanakadasa Jayanthi
20th	Sunday	Child Rights Day

EVEN SEMESTER 2016-17

DECEMBER

1st	Thursday	World Aids Day
2nd	Friday	World Pollution Prevention Day
10th	Saturday	Human Rights Day
12th	Monday	Id Meelad
18th	Sunday	Minorities' Rights Day
19th	Monday	Re-opening
22nd	Thursday	Ethnic Day
23rd	Friday	Christmas Celebrations/ Farmers' Day (Kisan Divas)
25th	Sunday	Christmas

JANUARY

1st	Sunday	New Year Celebrations
12th	Thursday	National Youth Day
15th	Sunday	Shankranthi
20th & 21st	Fri-Sat	Igneous
24th	Tuesday	National/International Seminar – Dept of BA

25th	Wednesday	IQAC – National Seminar / India Tourism Day
26th	Thursday	Republic Day Celebrations
27th	Friday	Staff Seminar – Dept of Com/ World Leprosy Day
30th	Monday	National Cleanliness Day

FEBRUARY

1st to 4th	Wed-Sat	I Internals
2nd	Thursday	Cancer Survivors Day
18th	Saturday	Sammilana: Parent – Staff – Student Meeting
28th	Tuesday	National Science Day

MARCH

1st	Wednesday	Ash Wednesday
7th	Tuesday	World Sustainable Energy Day
8th	Wednesday	International Women's Day
13th to 20th	Mon-Mon	Model Exams

15th	Wednesday	World Disable Day, World Consumer Right Day
22nd	Wednesday	World TB Day
25th	Saturday	Student Seminar (all Depts.)

APRIL

7th	Friday	World Health Day
14th	Friday	Dr. Ambedkar Jayanthi/ Good Friday
15th	Saturday	NEDA Tournament
16th	Sunday	Easter
22nd	Saturday	College Day & Graduation Day/ World Earth Day
30th	Sunday	Anti Child Labour Day

MAY

1st	Monday	May Day (Workers Day)
7th	Sunday	World Asthma Day
8th	Monday	World Red Cross Day
9th	Tuesday	Mother's Day
21st	Sunday	Anti Terrorism Day
31st	Wednesday	No Tobacco Day

Precious Principal	**Years of Service**
Fr. Dr. Anthony Swamy A., MSFS	2004 – 2012
Fr. Jino Plathottathil, MSFS	15.04.12 – 15.05.12
Fr. Manu Kumbidiamakkal, MSFS	15.05.12 – 23.09.12
Fr. Benny Marangolil, MSFS	24.09.12 – 20.05.15

Previous Managers

Fr. Dr. Wilson Kottam, MSFS	2004 – 2005
Fr. Dr. Thomas Kalariparambil, MSFS	2005 – 2013

Previous Administrators

Fr. Vinod Kanat, MSFS	2004 – 2010
Fr. Saji Vadakkedath, MSFS	2010 – 2012
Fr. Jose Kokandathil, MSFS	2012 – 2013

Previous Vice-Principal

Fr. Tom Pannalakunnel, MSFS	2004 – 2005
Fr. Manu Kumbidiamakkal, MSFS	2005 – 2010
Fr. Jino Plathottathil, MSFS	2010 – 2012
Fr. Sudeep Paul, MSFS	2012 – 2013
Fr. Timson Parakottil, MSFS	2013 – 2016