

# **The Annual Quality Assurance Report (AQAR) of the IQAC 2017-18**

**SUBMITTED BY**



**ST FRANCIS DE SALES COLLEGE**  
**Electronics City, Bengaluru – 560 100**

**To**  
**NAAC**  
**Bengaluru**

# 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

### I. Details of the Institution

#### 1.1 Name of the Institution

St. Francis de Sales College

#### 1.2 Address

##### Line 1

Electronics City Post

##### Line 2

Hebbagodi

##### City/Town

Bengaluru

##### State

Karnataka

##### Pin Code

560100

##### Institution e-mail address

[sfscollege@rediffmail.com](mailto:sfscollege@rediffmail.com)

##### Contact Nos.

+91 9591 9810 63  
+91 9591 9810 31

##### Name of the Head of the Institution:

Rev. Dr. P.K. Roy

**Tel. No. with STD Code:**

**Mobile:**

**Name of the IQAC Co-ordinator:**

**Mobile:**

**IQAC e-mail address:**

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

**1.4 NAAC Executive Committee No. & Date:**   
*(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:**

**Web-link of the AQAR:**   
 For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

**1.6 Accreditation Details**

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	A	3.11	2015	5 years
2	2 <sup>nd</sup> Cycle	-	-	-	-
3	3 <sup>rd</sup> Cycle	-	-	-	-
4	4 <sup>th</sup> Cycle	-	-	-	-

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

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

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

i. AQAR (2015-16) submitted to NAAC on 03-08-2017

ii. AQAR (2016-17) submitted to NAAC on 09-10-2018

**1.10 Institutional Status**

University State  Central  Deemed  Private

Affiliated College Yes  No

Constituent College Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

Financial Status Grant-in-aid  UGC 2(f)  UGC 12B

Grant-in-aid + Self Financing  Totally Self-financing

**1.11 Type of Faculty/Programme**

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

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

Bangalore University, Karnataka

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

Autonomy by State/Central Govt/Univ

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Others (Specify)

UGC-COP Programmes

## **2. IQAC Composition and Activities**

**2.1 No. of Teachers**

**2.2 No. of Administrative/Technical staff**

**2.3 No. of students**

**2.4 No. of Management representatives**

**2.5 No. of Alumni**

2.6 No. of any other stakeholder and community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: Students  Faculty   
Non-Teaching Staff  Alumni  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.  International  National  State  Institution Level

(ii) Themes

- International Seminar on Advances in Computer Science and Technology
- National Seminar- Recent Trends and Challenges in Teaching Kannada in Higher Education
- Student's National Seminar on "Digital Connectivity"
- Student's National Seminar on "The Role of Entrepreneurs in the growth of Indian Economy"
- Student's National Seminar on "Emerging trends in Business Administrations and its social impact"
- Student's National Seminar on "Technology as core strength of the nation"

- Faculty Seminar on “Aspects in Management for sustainable growth and development” (for the faculty members)
- FDP 01– Session on campus Radio (for faculty members)
- FDP 03 – Workshop on recent developments in corporate accounts (faculty from various colleges)
- FDP 04 –Seminar on Research and Project writing (for the faculty members)
- FDP 05 – Enhancement Session on the role of culture and family in teaching and learning
- Workshop on Mind management and handling of stress
- Workshop on enhancing communicative English (for faculty members and administrative staff)

## 2.14 Significant Activities and contributions made by IQAC

### Faculty Development programmes and workshops

- Faculty Development Program on the topic “**Campus Radio**” was organised on June 24, 2017 from 9:30 am to 12 pm. The Session was conducted by Ms Shamantha, a journalist, radio professional and founder of a Community Radio Station. The interactive session included inputs on the history of Radio in India, the relevance of Radio on Campus and practical assignments of making radio scripts and its expression. The session was a great step to enhance practical skills and extending the feasibility of the Desalite Radio on Campus – “Quills Quake”.
- Faculty Development Program on the topic, “**Pedagogy and best practices of the institute**” was organised for the faculty members on June 17, 2018. Dr. T.N.Raju, Professor, BMS College, the resource person gave inputs on various styles and functionalities of teaching methodologies. He also outlined several best practices that could be effectively applied in the institute.
- The Department of Commerce organised an FDP for lecturers from various colleges on 8th July 2018 from 10:30 am onwards. The chief Guest of the day was Dr. K Eresi, former Dean, Dept of Commerce, Bangalore University. The resource persons were Dr. B Mariyapa from BMS College, and Prof. Lakshman Prasad, an accounting expert. Staff from nearly 27 colleges participated in the event. There were also other resource persons from the auditing department.
- Faculty Development Program on “**Research and Project Writing**” was held on Sep 04, 2017. Dr. D.N.S. Kumar, Chairman, Research Cell, Christ University, the resource person guided and directed the Staff towards serious research and writing projects to various higher educational bodies in India.

- Faculty Development Programme was organised for all the staff on the topic “**Role of culture and family in teaching and learning**” on Nov 14, 2018. The FDP was facilitated by Rev.Dr Binu, a renowned Psychologist, who completed his Doctoral Studies in Psychology from USA. He helped the staff to understand the importance of balancing the challenges of family and utilizing the resources of culture to help students excel in their studies.
- A workshop was conducted for the DeSalite staff on 23rd Oct 2017 on “Mind management and handling of stress”. This was an interactive and experiential session taken by Dr. Subinoy Das (Astrophysicist and scientist in IISC).The session included some practical tools on how dreams can be achieved by keeping minds clean and clear from distractions like frustration, failures, depression, anxiety etc. Such an attitude brings along with it a combo pack that is filled with success and excellence.
- Faculty Development Program on “Enhancing Communicative English – ATELIER 2018” was organised by the English Department in collaboration with SFS -IQAC on 7th April 2018. Col. (Rtd) P Jeyaraj, the director of ‘Col's Calibre’ was the resource person of this workshop who came along with his team to conduct the workshop. All the faculty members and administrative staff who attended the workshop enjoyed the sessions and enhanced their soft skills.

### **Seminars and guest lectures**

- **International Conference** on Advances in Computer Science and Technology - ICACT 2018 - was held on Jan 24, 2018. The chief guest Prof. George Zajko, Head Teacher IT & Telecommunications at TAFE NSW, Australia unveiled the proceedings of IC- ACT’ 18 by giving the copies of the Conference Proceedings to Dr. Chandrasekhar, the keynote speaker and Prof. Catherine Jackson, special guest of IC-ACT’ 18. Dr. Hanumanthappa, Director, International Student Cell, Bangalore University was the guest of honour. The international conference consisted of two technical sessions in which invited papers and selected papers were presented, followed by the panel discussion.
- **National seminar** on “Recent Trends and Challenges in Teaching Kannada in Higher Education” was conducted on 25th Jan 2018. Around 70 participants and presenters attended the sessions and contributed to the success of the seminar. Dignitaries and renowned scholars from various universities in Kerala, Tamil Nadu, Andhra Pradesh and North and south Karnataka were present. Around 20 participants presented their papers, and 20 have sent their papers for publication.
- The Undergraduate departments of Commerce, Management, Humanities and Science organised **National level Students' Seminar** on 15-09-2017 where students of UG/PG were invited to present



their research papers. The event was inaugurated by Dr. Subbarao R N., Coordinator, faculty study circle, SSMRV College, Jayanagar, Bangalore (the chief guest). There were more than 700 students from nearly 20 colleges from around the country. The following were the themes of the Seminar: Computer Science: Digital Connectivity, Commerce: The Role of Entrepreneurs in the growth of Indian Economy, Business Administration: Emerging trends in Business Administrations and its social impact, Humanities: Technology as core strength of the nation, Science: Modern approaches in Science and Mathematics.

- **Guest lecture for PG students** on Corporate Financial Reporting by Mr.Pramod M – Team manager in Thomson Reuters was held on Oct 28, 2017.
- **Guest lecture** for the Department of Psychology was given by Dr. Justine K James, Associate Professor, Department of Psychology, Christ University, Bengaluru. The guest lecture introduced students into the different aspects of using descriptive and inferential statistics in Psychology research.
- **Guest Lecture** on English literature and Syllabus by Dr. ChitraPanikar, Deptof English, Bangalore University was organised by the Post Graduation Centre on April 5, 2018.
- **Faculty Seminar** on the topic “Aspects in Management for sustainable growth and development” was held on 10th October, 2017.

### **Career orientation programmes**

- **Job fair 2017** was held on June 9-10, 2017 for placement of students. This included not only students of St Francis de Sales College but also of other institutions in and around Anekal taluk of Bengaluru Rural district. More than 25 companies and 1000 students joined hands together to make the society more useful and vibrant. Touted as one of the biggest job fairs in Electronics City, the program was organized in collaboration with Ants Skill Varsity, Titan and NSDC.
- **Sessions** on Techniques of Debating & Presentation by Mr. Michael, a student from Quail Valley Gifted and Talented Academy, Dulles - USA was held in July 2017.
- **Career Guidance** for the students of Final Year B.Com was held on Aug 28, 2017. This was an interaction session with the teams offering Certificate Courses at St Francis de Sales College. The sessions were facilitated by Mr. P Ram Kishan, a Freelance Consultant for E-Governance Projects in Karnataka-Kerala and Mr. Achutha Rao V, the confounder of ‘After the College’ and India Networks (Estah Society). They held career mapping sessions for the students for enhanced job opportunities. They briefed the students on various aspects of business development and branch operations.

- **Orientation session** on Personality Development & Communication course was conducted by Mrs. Shilpa Menon from Aptech on 7th Nov, 2017.
- Free **crash course for civil service examination** was organised from 3<sup>rd</sup>Jan 2018 to 10<sup>th</sup>Jan 2018. This event was inaugurated by Mrs. Sowmya Ramalinga Reddy, the women rights and social activist in the presence of L Y Rajesh, circle inspector, Attibele, Mr.Jagadish ACP of Hebbagodi police station Limits, Mr. Ashok Mirji, the Asst. Commercial Tax Officer, Mrs.Mamtha, the Social Activist of Anekal Taluk, Dr. Herold Christopher Crasta the Principal and Lt. Sampath Kumar R, the Associate NCC Officer.
- **Media Visit** for students to TV9 Channel's Head Office located in Richmond Town was organised on March 4, 2018.

### **Social awareness and outreach**

- **“School Adoption”** program was organised on Jan 19, 2018 in the government school at Dommasandra. Free books, sports t-shirts as well as other materials for nearly 270 students studying in the government school were distributed. Later on Jan 22, 2018 the school was offered a sound system for better conducting of the school programs. Warm clothes for the teachers were also given.
- **Legal Aid Campaign** collaboration with the staff and students from CMRU - School of Legal Studies was organised for the final year Desalites on April 7, 2018.Prof.Spandana, Dr. Seema, Dr. Valarmathi, the resource persons along with Law students - Shreshta, Khadir, Vinay, Lokanayaki and Amar - enlightened the students on various aspects of Law and IPC codes. The whole event was coordinated by Mr. Sagar, a DeSalite Alumni who is doing his Law Studies at CMRU.
- **Blood Donation Camp** was held on Sep 5, 2018 on the occasion of Teacher's Day. “Gift Blood, Best Gratitude” the theme of the Teachers Day popularised the noble task of donating blood to save lives. This blood donation camp was organised in collaboration with the Indian Red Cross Society. Mr. S Ashok Shetty, General Secretary of Red Cross – Karnataka, the chief guest inaugurated and enlightened the students on the Red Cross Activities. He also addressed the Youth Red Cross, NCC, NSS and KCD wards.
- **Kannada Rajyothsava Day** was celebrated with pomp and honour SFS College on 1st November 2017at 08.00 a.m. Mr Muralidhar, the chief Editor, Public News was the chief guest and addressed the gathering.

- **Fountain Pen Campaign** – a nature-friendly initiative to use fountain pens instead of ball pens - was inaugurated by Fr Johnson, Principal, SFS ICSE Public School, Hebbagodi on 14th November 2017 by gifting fountain pens to the elected representatives of PG Programme. \
- **Visit** to Vidhana Soudha (Karnataka State Assembly) was organised by the department of Humanities on Feb 20, 2018.
- **Synergy – a social outreach programme**, by the Final years Students of the Department of Commerce was held from Sep 1, 2017. The program with the motto "Reach. Teach. Enrich," comprised of 19 groups (on an average of 5-6 members each group) visiting Government schools and Special schools in neighbouring areas and providing their time, knowledge and service to the needy children. Each student put in around 30 hours of service by visiting the school(s) after college hours for 1-2 hours daily. Their activities included teaching Maths, English, Computers, Hindi, and General Knowledge, about Health and Hygiene, Calligraphy and Sports.
- **Law & Order awareness programme** was organized by the NCC Desalites on October 13, 2017. Around 108 cadets actively participated in the event. Mr. L Y Rajesh, the Circle Inspector of Attibele Police Station was the chief Guest and Mr. Puttaswamy Gowda ASI of Hebbagodi Police Station was the guest of honour. The objective of this event was to create awareness among the cadets about the Law, Duty and Right of an Individual in the Society.
- **SFS Woods** - an area with a variety of herbal and floral saplings was inaugurated on Aug 21, 2017. This was in view of the 450th Birth Anniversary of St Francis de Sales, the patron of the college.
- **Traffic Awareness Session** was organised in the college auditorium on Nov 15, 2017. The activity gave a lot of information about traffic signals, rules and regulations.

### **Cultural Programmes**

- **National Science Day** was celebrated on 28<sup>th</sup> February 2017 by the Science department with various competitions such as poster and paint and Quiz buzz competitions.
- **Ascendum 18 - the College Day** was solemnly celebrated at SFS College PU Auditorium on April 24, 2018. The celebrations were illumined by the presence of Prof. Dr. Keshava, Dept of Economics, Bangalore University.
- **Farewell programme** by the UG and PG departments for Rev Dr Herold Christopher, the outgoing Principal were held on April 24, 2018 in the Conference Hall.
- **Pravega 2018** – the PG Cultural Fest was held from May 14-17, 2018. This was in addition to the colour week that they celebrated as part of Pravega 2018. On 17th May, the Principal, Rev. Fr. Dr.

Roy P. Kurian, inaugurated the cultural and literary events which comprised of Rangoli, Solo Singing, Solo Dance, Group Singing, Group Dance, Street Play and Monologue.

- **Razzmatazz 2017** – the national-level intercollegiate Cultural Fest was held in the month of September 2017

### **Health Awareness**

- Health Club organised an awareness programme for the students on “**Depression**” in collaboration with St John's Medical Hospital in five sessions ; Aug 18, Oct 11, Oct 12, Oct 17 and Oct 25, 2018. Dr. Ishani Hanspal, Dr. Farah and Dr. Avita Johnson, Dept. Of Community Health, St. John’s Hospital, Bengaluru, educated the students on identifying the depressed states of mind.
- **Cancer Awareness programme** was organised on Nov 4, 2017 in collaboration with Narayana Hrudayalaya group of Hospitals. The cancer awareness programme was headed by Dr. Sakshi and her team.
- **Menstrual Hygiene awareness programme** was organised in collaboration with Narayana Hrudayalaya on Sep 09, 2017. Dr Richa Pal MBBS, DGO, DNB gave two sessions for the nearly 500 Desalite girls.
- **Oral and Breast cancer screening** was organised for parents of students and the staff of the SFS Campus on 09th Nov 2017 in collaboration with Narayana Hrudayalaya. The screening was done completely free and many benefited from the same.
- Health Club organised an **awareness programme** for the students on “Assessment of awareness perceptions and practices regarding menstruation among college students”. Dr Avitha Johnson (Asst Professor, St John's Community health centre) and Dr. Twinkle Agarwal (Associate Professor, St John's Community health centre) accompanied by two PG students Dr. Tenny A and Dr. Deepa S addressed the boys and girls separately on the topic on Mar 2, Mar 6, Mar 8, mar 15 and Apr 4, 2018.

### **Affiliations and MOUs**

- An **MOU** was signed between St Francis de Sales College, Electronics City, Bengaluru and ACCA (Association of Chartered Certified Accounts), London, U K - the Global Body for Professional Accounts on Oct 4, 2017.
- An **MOU** was signed between St Francis de Sales College, Electronics City, Bengaluru and International Skill Development Corporation (ISDC), Bangalore, Karnataka Oct 4, 2017.
- The college got affiliated to the **Youth Red Cross**, Karnataka state Branch from Oct 5, 2017.

## Facilities

- **Media Room** (Audio cum Video recording and editing studio) for the department of Journalism was inaugurated by Mr Robin Paul, CEO, Breakthrough Organisation on Mar 27, 2018 accompanied by Mr Achutha Rao, the CEO of Estah Society.
- **The Science Wing of the College - including the Physics and Chemistry Labs** as well as the Cabins built for the Faculty Members - was blessed and inaugurated held on the 24th of October, 2017 by Rev. Fr. Benny Koottanal, the Provincial of the South West India Province and the General Manager of the College.

## Honours and Privileges

- **Trademark for the Logo of the Desalites** - students of SFS College - was obtained in June 2017.
- **The new of Desalite Tricolor Flag** – with yellow, blue and white was inaugurated and unveiled in Sep 2017.
- SFS College was the **centre for the KSET examination** held on Dec 31, 2017. Nearly 2100 candidates appeared for the examination at this centre.
- SFS College received **Samartha Baharatha Certificate** as an appreciation for being the part of one lakh tree plantation programme - by Government of Karnataka on 25th November 2017.
- The 12<sup>th</sup> **Annual Convocation** was held on Monday 23rd of April 2018 at La Classica Hotel, Hosur Road. The Chief Guest for the convocation was Col. Chandrasekhar S.M., Group Commander, NCC, Group A was the chief guest and was joined by Fr. Saji E, Principal, SFS PU College and Fr. Johnson, Principal, SFS ICSE School, Hebbagodi as guests of honour. A total of 287 students from degree courses including SFS Evening College graduated in the year 2018. 6 Staff Members who had completed 10 years of service at St Francis de Sales College were honoured on the College Day - Ascendum 18 –held on April 24, 2018. Prof. Dr. Keshava, Dept of Economics, Bangalore University did the honours.

## Other Contributions

- **“An hour with Principal”** programme was introduced wherein students from one department get to interact and share with the Principal.
- IQAC has taken initiatives to help the staff to conduct and promote **Faculty Development Programmes** in and outside the college.

- **Extended Library** has been established with Audio Visual facility for news and reading of Newspapers and magazines.
- Introduction of **cabin system** for the faculty members and Internet facility in each cabin. The faculty members were also encouraged into ICT by distribution of laptops on an instalment payment basis.
- **College Student Council Elections** were held on July 13, 2017 to engage students into the participative methodology of learning and management.

### 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
<ul style="list-style-type: none"> <li>➤ <b>Introducing pure Science Course (BSc)</b></li> <li>➤ <b>To start the approved PG courses</b></li> <li>➤ <b>To improve the results</b></li> <li>➤ <b>Enhance research activities and publications</b></li> <li>➤ <b>To conduct FDPs and workshops for the</b></li> </ul>	<ul style="list-style-type: none"> <li>✓ First batch of pure science course - BSc (Physics, Chemistry Maths - PCM) started.</li> <li>✓ Three more PG courses started (MA English, MFA, MA Journalism)</li> <li>✓ Revision and Remedial classes were conducted with proper monitoring</li> <li>✓ International conference on Advances in Computer Science and Technology IC-ACT 2018 was conducted on 24<sup>th</sup> Jan 2018</li> <li>✓ National seminar on “Recent Trends and Challenges in Teaching Kannada in Higher Education” was inaugurated on 25<sup>th</sup> Jan 2018</li> <li>✓ Faculty and students were encouraged to present papers through a rewarding scheme</li> <li>✓ All the Undergraduate Departments (Commerce, Management, Humanities and Science) organised a National level Students' Seminar on 15-09-2017 where students of UG/PG presented research papers.</li> <li>✓ FDPs were conducted on various topics including (a) Campus radio (b) Pedagogy and best practices of the institute (c) Research and</li> </ul>

<p><b>faculty members of the College</b></p> <p>➤ <b>Guest Lectures for UG and PG Students</b></p> <p>➤ <b>Seminars for Faculty Members</b></p> <p>➤ <b>Conduct various Career orientation and development programmes</b></p> <p>➤ <b>Health awareness activities through health club</b></p> <p>➤ <b>Conduct eco-friendly programs and socially-uplifting programmes</b></p>	<p>Project writing (d) Role of Culture and family in teaching and learning.</p> <p>✓ Workshops were held for the staff members on stress management and communication skills.</p> <p>✓ Each department conducted a minimum of 3 Guest Lectures delivered by experts in their respective field of study.</p> <p>✓ Post-Graduation Centre organised a Guest Lecture on English literature and Syllabus for the students.</p> <p>✓ Faculty Seminar was conducted the Dept of Administration on “Aspects in Management for sustainable growth and development”.</p> <p>✓ The Department of Commerce organised an FDP on the topic Recent developments in corporate accounts for commerce lecturers which was attended by staff from 27 colleges on 08-07-2017</p> <p>✓ Arranged various career development and orientation programmes including Job Fair and UPSC coaching for students inside and outside the campus.</p> <p>✓ Health club conducted classes on various topics in collaboration with St. Johns Medical College and Narayana Hrudayalaya, Bangalore</p> <p>✓ Various programs like pencil campaign, use of fountain pens, saying no to plastic</p> <p>✓ Organizing of various social awareness programmes and blood donation camp</p>
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\* Attached Annexure II- Academic Calendar for the year 2017-18

2.15 Whether the AQAR was placed in statutory body

Yes

No

Management

Syndicate

Any other body

**Provide the details of the action taken**

- Management has implemented the IQAC suggestions to enhance the infrastructure facilities for the staff and students
- Physics and Chemistry labs have been well-established.
- Faculty members have been encouraged to involve more into research
- College timings from 8 am to 2 pm is continued to enhance the concept of 'earn and learn'



## Criterion – I

### I. 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	No	No		
PG	02	03		
UG	06	02		
PG Diploma	No	No		
Advanced Diploma	No	No		
Diploma	No	No		
Certificate	04	02		
Others	No	No		
<b>Total</b>	<b>08</b>	<b>05</b>		
Interdisciplinary				
Innovative				

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

CBCS

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	UG - 8 PG - 5
Trimester	-
Annual	-

1.3 Feedback from stakeholders\* 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.**

- Following Bengaluru University Syllabus.
- Added employability enhancement programmes, value added programmes and certificate programmes.

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

- **3 Post graduate** courses which was approved in the last year ,we started in this year.
  1. MFA total Intake – 50 (25 counselling and 25 management quota)
  2. MA English Intake – 40 (20 counselling and 20 management quota)
  3. MA Journalism total Intake – 40 (20 counselling and 20 management quota)
- **Pure Science:** BSc (Physics, Chemistry, Maths)

## Criterion – II

### 2. Teaching, Learning and Evaluation

#### 2.11 Total No. of permanent faculty (UG)

Total	Asst. Professors	Associate Professors	Professors	Others
29	29	Nil	Nil	Nil

#### 2.12 Total No. of Temporary (probation) faculty (UG)

Total	Asst. Professors	Associate Professors	Professors
36	36	Nil	Nil

UG

#### 2.13 Total No. of permanent faculty (PG)

Total	Asst. Professors	Associate Professors	Professors	Others
1	1	0	Nil	Nil

#### 2.14. Total No. of Temporary (probation) faculty (PG)

Total	Asst. Professors	Associate Professors	Professors
8	7	1	Nil

#### 2.15. No. of Librarians:

Librarian	1
Asst. librarian	3

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

UG-5
PG-4
UG-4 (pursuing)
PG-1 (pursuing)

**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
12	-	1	-	nil	-	-	-	13	-

**PG**

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
6	-	1	-	nil	-	-	-	7	-

Non-Teaching	Housekeeping
3	9

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

UG – 02
PG- 02

## 2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	7	20	5
Presented papers	16	18	
Resource Persons		10	

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

<ul style="list-style-type: none"><li>• Student National Seminar for all the departments.</li></ul>
<ul style="list-style-type: none"><li>• Wednesday afternoon student seminars series.</li></ul>
<ul style="list-style-type: none"><li>• Systematic method of preparation for national seminars</li></ul>
<ul style="list-style-type: none"><li>• Review of research papers, presentations and publications.</li></ul>
<ul style="list-style-type: none"><li>• Guest lecture week-Infinity</li></ul>
<ul style="list-style-type: none"><li>• Preparation of course plan well before the commencement of the semester and maintain academic journal daily wises.</li></ul>
<ul style="list-style-type: none"><li>• Study materials [soft copy and hard copy] of teachers are shared with students.</li></ul>
<ul style="list-style-type: none"><li>• Extended Library services with TV and effective use of Audio Visual Aids.</li></ul>
<ul style="list-style-type: none"><li>• Remedial and Revision classes arranging for weak students.</li></ul>
<ul style="list-style-type: none"><li>• Sponsoring faculty members for undertaking research</li></ul>
<ul style="list-style-type: none"><li>• Faculty Seminar organizing by each department mainly to have some knowledge about other streams.</li></ul>
<ul style="list-style-type: none"><li>• Exam-oriented teaching with the help of Question Bank prepared by the teachers</li></ul>
<ul style="list-style-type: none"><li>• Peer Education</li></ul>
<ul style="list-style-type: none"><li>• Industry Interface</li></ul>
<ul style="list-style-type: none"><li>• Institutional Social Responsibility</li></ul>
<ul style="list-style-type: none"><li>• Various departmental club activities</li></ul>
<ul style="list-style-type: none"><li>• Various certification Courses</li></ul>

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

180

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

Multiple choice questions for some subject, Hall ticket issuing for internal exams also.

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

0		BOS-4
		BOE-10

**2.10 Average percentage of attendance of students**

75

**2.11 Course/Programme wise Distribution of pass percentage:**

Title of the Programme	Total no. of students appeared	Division			
		First Class	Second Class	Pass Class	Total percentage
BA V Sem	73	50	05	01	77%
B.A III Sem	80	41	06	00	60%.
BA I Sem	95	50	00	00	53%
B.Com V Sem	169	39	43	44	75%
B.Com III Sem	148	83	09	00	62%
B.Com I Sem	192	79	19	00	51%
BCA III Sem	46	26	01	00	60%
BCA I Sem	54	27	00	00	51%
BBA V Sem	35	22	00	00	63%

BBA III Sem	29	10	02	02	51%
BSc V Sem	08	05	00	00	63%
BSc III Sem	14	08	00	00	58%
BSc I Sem	50	19	06	00	50%
BA VI Sem	73	45	01	00	63%
BA IV Sem	77	51	04	00	72%
BA II Sem	99	58	00	00	59%
BCom VI Sem	176	113	19	00	75%
BCom IV Sem	159	87	05	00	58%
BCom II Sem	199	81	24	00	53%
BCA VI Sem	25	12	00	01	52%
BCA IV Sem	46	28	00	00	61%
BCA II Sem	65	31	02	00	51%
BBA VI Sem	36	23	00	00	64%
BBA I V Sem	26	14	02	00	62%
vBBA II Sem	49	21	03	00	51%
BSc VI Sem	08	04	00	00	50%
BSc I V Sem	14	07	00	00	50%
BSc II Sem	48	23	00	01	50%

Title of the Programme	Total no. of students appeared	Division			
		First Class	Second Class	Pass Class	Total percentage
MCom I Sem	35	3	31	00	97%
MCom III Sem	6	4	1	00	83%
MSc psy I sem	4	1	3	00	100%
MSc psy III sem	2	1	1	00	100%

MFA I Sem	4	3	00	00	75%
MA Eng I Sem	2	2	00	00	100%
MA Jourl I Sem	1	1	00	00	100%
MCom II Sem*					
MCom IV Sem	6	5	1	00	100%
MSc PsyII sem	4	4	00	00	100%
MScPsy IV Sem	1	1	00	00	100%
MFA II Sem*					
MA Eng II sem	1	1	00	00	100%
MA Jour II Sem*					

\*University has not provided the result as on 31/12/18

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

- Periodically conducting professional skill development training programmes for faculty
- Organizing academic related seminars, workshops, certificate courses, activities for students.
- Encourage faculty and students for all academic related programs.
- Students performance is regularly assessed.
- Feedback system is ensured for better monitoring.

## 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	-
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	02



Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	05
Summer / Winter schools, Workshops, etc.	02
Others	-

#### 2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	06	-	01	03
Technical Staff	01	-	-	01
Ministerial Staff	10	-	-	09

## Criterion – III

### 3. Research, Consultancy and Extension

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

- Funding provided for faculty and students to attend and present seminars/workshops and conferences
- International seminar on Advances in Computer Science and Technology was conducted
- National Seminar- Recent Trends and Challenges in Teaching Kannada in Higher Education was organised
- National Seminar for Students to present research papers was organised by all the UG Departments.
- Faculty Development Program was organised for the staff on the topic, “Pedagogy and best practices of the institute” on 17-06-2018.
- FDP was held on the topics of ‘Research and Project writing’ on 04/09/2017.
- A workshop on Enhancing Communicative English – ATELIER 2018 was conducted for the faculty members in Apr 2018
- Wednesday Seminar for students is held every week, with faculty from other departments being present as observers
- Infinity Series - Guest lecture week, wherein lecturers from various areas of studies are invited to all the departments.

#### 3.2 Details regarding major projects

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

#### 3.3 Details regarding minor projects

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

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	15	05	
Non-Peer Review Journals	02		
e-Journals			
Conference proceedings	05	03	

**3.5 Details on Impact factor of publications:**

Range  Average  h-index  Nos. in SCOPUS

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

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

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

ii) Without ISBN No.

**3.8 No. of University Departments receiving funds from**

UGC-SAP  CAS  DST-FIST   
DPE  DBT Scheme/funds

**3.9 For colleges** Autonomy  CPE  DBT Star Scheme   
INSPIRE  CE  Any Other (specify)

**3.10 Revenue generated through consultancy**

**3.11 No. of conferences organized by the Institution**

Level	International	National	State	University	College
Number	01	01	-	-	
Sponsoring agencies	-	-	-	-	self

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

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

**3.14 No. of linkages created during this year**

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

From Funding agency  From Management of University/College   
 Total

**3.16 No. of patents received this year**

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

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

Total	International	National	State	University	Dist	College
	-	-	-	-	-	10

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

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

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

JRF  SRF  Project Fellows  Any other

**3.21 No. of students Participated in NSS events:**

University level  State level   
National level  International level

**3.22 No. of students participated in NCC events:**

University level  State level   
National level  International level

**3.23 No. of Awards won in NSS:**

University level  State level   
National level  International level

**3.24 No. of Awards won in NCC:**

University level  State level   
National level  International level

**3.25 No. of Extension activities organized**

University forum  College forum   
NCC  NSS  Any other

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

- NCC organized various activities like Yoga day, World Environmental day, Fire demonstration session, voters day campaign, visited old age homes, planted 250 plants in college premises, organised Independence Day, Republic day and Gandhi Jayanthi day programs and organised Swatch Bharat Abhiyaan on 16<sup>th</sup> September
- NSS organized blood donation camp on 5<sup>th</sup> September and also held Swatch Bharat initiatives and women safety programs.
- Health club organized gender sensitization programs and sessions on cancer awareness and depression in students.
- Women cell organized Women’s Day programs and awareness sessions and lectures for women
- The Nature Club college organized the pencil campaign, promotion of fountain pen usage, no plastic bottles movement and took part in traffic awareness programs
- Various departments organized industrial visits, outreach programs, study tours, Quiz competitions and fests.

**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	24,00,000 sq.ft.	10,000 sq. ft.	Self	60,00,000/-
Class rooms	35	10	Self	30,00,000/-
Laboratories	04	02	Self	25,00,000/-
Seminar Halls	03	-	-	
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)				35,00,000/-
Others				
Total				1,50,00000

#### 4.2 Computerization of administration and library

Library and administrative offices are computerized

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	10148	2,96,967	752	1,38,912	11,242	4,35,879
Reference Books	324		18		342	
e-Books						
Journals	27	47830	1	1,100	28	48,930
e-Journals	Delnet					13,500
Digital Database	KOHA	LIBRARY	APPLI CTION	SOFTW ARE	(2013- 2018)	30,000
CD & Video	245		18		263	
Others (specify) projects	348		35		383	

#### 4.4 Technology upgradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	159	2	29	1	3	6	3	
Added	25	-	-	-	-	2	-	
Total	184	2	29	1	3	8	3	

#### 4.5 Computer, Internet access, training to teachers and students and any other programme for technology

Basic computer certificate course for students, training to teachers on excel, PPT and word

**4.6 Amount spent on maintenance in lakhs :**

i) ICT	1 lakh
ii) Campus Infrastructure and facilities	
iii) Equipment	1.5 lakhs
iv) Others	-
<b>Total :</b>	5.5 lakhs



## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Initiating the Placement Cell and Research Cell to find opportunities for the students
- Audio broadcast messaging system
- Through student volunteers – by training them to educate the students on the opportunities available Notice boards at major points of the college
- Through Digital Notice Board (On the website )
- Through SMS services
- Through Letter correspondence
- Through circulars
- Through sending placement and career oriented messages on Whatsapp and FB Page of the College
- Through Suggestion box

#### 5.2 Efforts made by the institution for tracking the progression

##### **Mentoring System**

Each class is appointed with a faculty member as the mentor, who takes care of the holistic development of the student. The mentor takes responsibility for the student's academic, sports and personal development. Each student's growth chart is observed and the necessary inputs are given by the mentors on a regular basis.

##### **Sammilana:**

Sammilana, is the Teacher-Parent meeting organised by our college to meet the expectations of the parents on their wards. The parents are informed of their wards progression and the marks are informed to the parents. Discussions happen with the parents on how we can work on making a student achieve his career goal.

##### **Result Analysis and Remedial Classes**

Every semester, the results are analysed and we work on the area where more concentration had to be given to improve our results.

For students, who need more attention, remedial classes are conducted after their regular classes to improve their results

**5.3 (a) Total Number of students**

UG	PG	Ph. D.	Others
1271	54	--	

**(b) No. of students outside the state**

300
-----

**(c) No. of international students**

30
----

Men

No	%
850	66

Women

No	%
421	33

Last Year (2016-17)						This Year (2017-18)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
205	37	07	59+ Cat1 (36)	01	345	377	48	14	103	01	543

Demand ratio - - Dropout % - 02%

**5.4 Details of student support mechanism for coaching for competitive examinations (If any)**

<p>1. Free coaching classes for competitive exams for Civil Services were organised in our college for students from different colleges. Classes were conducted between 3/01/2018 and 10/01/2018 by successful KAS officers.</p>
--

No. of students beneficiaries

120
-----

### 5.5 No. of students qualified in these examinations

NET  SET/SLET  GATE  CAT

IAS/IPS etc  State PSC  UPSC  Others

### 5.6 Details of student counselling and career guidance

We have three level of counselling

**Academic counselling:** The students from each class is guided by a mentor to improve academics

**Career counselling:** The College has established a career guidance cell to steer the students towards job opportunities

**Psychological counselling:** A counsellor is available to help the students in their academic as well as personal problems.

No. of students benefitted

### 5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
07	200	40	50

## 5.8 Details of gender sensitization programmes

The college always upholds gender equality and it gives equal opportunities to both male and female students in all walks of their academic life in the college campus.

The Health Club, Women Cell, NSS and the Counselling Cell along with various departments work towards gender equality among the students.

Every year, on 8th March, the International Women's Day is celebrated with grand fervour.

In collaboration with Narayana Hrudalaya, an awareness programme on breast cancer and ovarian cancer, menstrual hygiene and the screening for breast cancer and ovarian cancer was organised in the campus on 9.11.2017.

In collaboration with St. John's Medical College, an awareness programme on depression was organised on 25.10.2017.

A social awareness programme was organised by the college in collaboration with FIDES at Kanaka Nagar, Bangalore, to create an awareness on women's education.

## 5.9 Students Activities

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

State/ University level  National level  International level

No. of students participated in cultural events

State/ University level  National level  International level

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

Sports : State/ University level  National level  International

Cultural: State/ University level  National level  International

### 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution D-Sat Student Scholarship	16	2,88,000
Financial support from government Backward Classes, Minorities SC/ST Scholarship, State Social welfare department,	46	5,63,884
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-
Total		8,51,884

### 5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: 1) Provision of more projectors in classrooms  
2) Bus facility for students coming from far

## Criterion – VI

### **6. Governance, Leadership and Management**

#### **6.1 State the Vision and Mission of the institution**

**Vision:**

St. Francis de Sales College aspires to provide a center of excellence for the 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 orient them towards social service and to strengthen humanism

#### **6.2 Does the Institution has a management Information System**

KRIPTA – SMS provision for parents/Guardians regarding college information

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

##### **6.3.1 Curriculum Development**

- Pure Science course
- More Number of PG courses
- Certificate Courses
- Collaboration with Dayton University
- Linkages with institutions

### **6.3.2 Teaching and Learning**

- Teaching includes ICT, experiments and discussions with students.
- In-house projects are designed and executed for a better understanding.
- Seminars are organised, where students come up with new ideas and innovations.
- The library is equipped with a good number of books for the students and e-library is available for the students to update themselves.
- Learning is a continuous process and the college supports staff pursuing their research and higher degrees.
- The college provides financial assistance to the staff as well as students for participating in conferences, seminars, and presenting papers at various levels.

### **6.3.3 Examination and Evaluation**

- The college conducts regular tests to assess the learning process of the students. (Formative Assessment)
- Model exams are conducted to make sure that the students understand the semester exam pattern and the IA marks are calculated in an unbiased manner and the transparency is maintained.
- The IA marks at every level is made available to the students.
- The question papers and the answer scripts are discussed with the students.
- The parents are also kept updated on their wards' performance.

### **6.3.4 Research and Development**

- The college conducts workshops, conferences, seminars, FDPs at various levels to promote research and development.
- Each department is given the chance to conduct different programmes and to make students as well as the staff to bring out their academic talents to the forefront.
- In-house projects are taken and the capable students are directed towards more opportunities.
- The staff and the students participate/present papers at various levels and a few have bagged the best paper awards.
- The college supports the staff pursuing their higher degrees.
- The staff are given OODs and the students get their attendance for their research efforts.

### **6.3.5 Library, ICT and physical infrastructure / instrumentation**

- The library is equipped with latest books and journals.
- E-Library is made available for the students with good internet connectivity.
- The online journals are subscribed.
- Each department is provided with a room having LCD projectors.
- Labs are equipped with the required instruments

### **6.3.6 Human Resource Management**

- The college conducts elections in a fair and democratic manner to select the student representatives to work for the betterment of the college and to train them as future leaders.
- At every level, students are asked to volunteer and no bias is showed in selecting them for various clubs activities.
- The HR manager addresses all the concerns of the staff.
- The Grievance Cell attends to the students' grievances and the management also makes sure that everyone is treated equal.

### **6.3.7 Faculty and Staff recruitment**

- Based on the requirement, the college conducts interviews and discussions with the qualified applicants and the selection is done through a transparent process.
- The roaster system is followed in electing from all categories of students

### **6.3.8 Industry Interaction / Collaboration**

- Industry Interaction is integrated for most if the courses
- Field visits, industrial visits at state, national and levels
- Collaboration with industries, NGO and other noted institutions to organize seminars, workshops certificate courses and value added courses



### 6.3.9 Admission of Students

- The admission of students is based on merit and according to the university norms.
- The pre-admission counselling of students are done to identify their area of interest and to guide them to choose their subject.

### 6.4 Welfare schemes for

Teaching	PF, Cash incentive for paper presentation, Provision of laptop to staff on a easy monthly payment ,Medical reimbursement on deserving cases ,Scholarship to the staff kids studying under the same group of institutions, Festive bonus for the staff
Non teaching	Financial support for staff whose kin have passed away, Scholarship to the staff kids studying under the same group of institutions Festive bonus for the staff
Students	Merit Scholarship-DSAT (Desalite Aptitude t Test)

### 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	LIC, Bangalore University	Yes	IQAC
Administrative	Yes	LIC, Bangalore University	Yes	IQAC

**6.8 Does the University/ Autonomous College declare results within 30 days?**

For UG Programmes      Yes       No

For PG Programmes      Yes       No

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

- Conduct regular BOE meetings
- Confidentiality in question paper Settings.
- Minimum three year experienced faculty will be the valuator
- Scanning of answer Scripts.
- Centralized valuation
- Result declaration within 30 days

**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 centre.
- Staffs are members of BOS and BOE in university

**6.11 Activities and support from the Alumni Association**

- Amizade, the alumni association organizes an alumni meet every year on the second Sunday of August.
- College have the privilege to give job opportunity to Alumni
- The alumni details are maintained and a faculty is appointed to keep in touch with them.
- The talented and qualified alumni are encouraged to conduct guest lectures and serve as a visiting faculty.
- Feedback from the alumni is collected and considered for the improvement of the college.

### **6.12 Activities and support from the Parent – Teacher Association**

- The college mentoring system does not have an established Parent-Teacher Association.
- Sammilana is organised every semester to have a face to face communication with the parents of the students.
- Feedback is collected and considered for the improvement of the college.

### **6.13 Development programmes for support staff**

- Interest-free loans for repairs and construction of houses
- Festive bonus for the staff
- Scholarship to the staff kids studying under the same group of institutions
- Medical reimbursement for deserving cases
- Regular orientations

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

- Pencil Campaign was organised to stop the students and staff to use plastic refill pens and use ink pens.
- Recycled paper pencils were distributed to students as part of Pencil campaign
- Environment day was celebrated by NCC and adopting an area inside the campus for nurturing nature.
- The campus is equipped with solar lights
- E-waste have been collected.
- Rain water harvesting system

## Criterion – VII

### 7. Innovations and Best Practices

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

- Funds provided to faculty members and students to attend and present research papers in seminars/workshops and conferences
- Department-wise Faculty seminars and FDPs are conducted at the institutional level
- NCC, NSS and KCD have been empowered so that more students get opportunity to work for nation and involve in socially relevant activities.
- Extended library services has been provided with provision for watching of news on Television.

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

- ✓ FDPs were conducted on various topics including Campus radio, Pedagogy and best practices of the institute, Research and Project writing, Culture and family in teaching
- ✓ Commerce Department organised an FDP on the topic ‘Recent developments in Corporate Accounting’ for inter-collegiate Commerce Lecturers which was attended by faculty from around 27 colleges on 08-07-2017
- ✓ The Undergraduate departments (Commerce, Management, Humanities and Science) organised a National level Students' Seminar on 15-09-2017 wherein students of UG/PG presented research papers and were evaluated.
- ✓ Each department conducted a minimum of 3 Guest lectures by inviting experts from various areas of study.
- ✓ Post-Graduation Centre organised a Guest Lecture on the topic “English literature and Syllabus” for the students.
- ✓ Faculty Seminar was conducted by the Dept of Commerce on “Aspects in Management for sustainable growth and development”.
- ✓ Health club conducted classes on various topics in collaboration with St. Johns Medical College and Narayana Hrudayalaya, Bengaluru
- ✓ Workshops on various topics of learning, teaching and organisation were conducted for faculty members and administrative staff.

- ✓ National Science day was celebrated on 28<sup>th</sup> February 2018 with various competitions for the students.
- ✓ College day was conducted along with honouring of the staff with a service of 10 years
- ✓ Various career development and orientation programmes were conducted including Job Fair and UPSC coaching for students inside and outside the campus.

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

- **Guest Lecture Week** – a week of specialised lectures with experts engaging in syllabus enhancing topics in all the departments
- **“One Pen, Many Years”** - Promoting the use of Fountain pen and **“Pencil Campaign”** : Towards a Greener and a Healthier Planet
- **Student National Seminar** – Academic Fest wherein students from various colleges present research papers at the UG level.
- **Wednesday Afternoon Seminar Series (WASS)** - Weekly Seminar Presentation by the Students which are monitored and assessed by faculty from other departments.

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

**7.4 Contribution to environmental awareness / protection**

- Promotion of use of Fountain Pen
- Pencil Campaign
- SFS Woods – an area that is identified for a variety of herbal and floral saplings to be planted and taken care.
- Solar street lights
- Usage of LED bulbs
- Rain water harvesting

**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**

- Qualified and experienced team of faculty members.
- Excellent infrastructure and amenities.
- Introduction of PG courses to provide higher education especially for students coming from rural area.
- Go-green initiatives.
- High rate of improvement in students who are often first-generation learners

### **Weaknesses**

- Students from lower-income families finding it difficult to fund for certificate and add-on courses.
- Drop out of a few students mid-way the course due to family pressures

### **Opportunities:**

- High potential for collaboration with industries and corporate enterprises for classroom-real world education.
- Exchange program with international universities.
- Utilizing the resources of Alumni for motivational sessions and practical orientations of the students

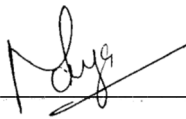
### **Challenges:**

- Increasing the number of job placements
- Prepare the students for competitive exams.

## 8. Plans of institution for next year

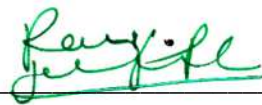
- Financial recognition from the UGC (2F and 12B)
- Tie up with more professional and institutional organisations
- Applying for research-funded projects
- Effective involvement of Alumni in various college endeavours
- Organizing more number of workshops and National level conferences
- Increasing the number of job placements.
- Organising classes to prepare students for competitive exams
- Conduct a Green Audit

*Name Maya Mathew*



\_\_\_\_\_  
*Signature of the Coordinator, IQAC*

*Name Rev Dr Roy P.K.*



\_\_\_\_\_  
*Signature of the Chairperson, IQAC*

\_\_\_\_\_\*\_\*\_\*\_\_\_\_\_  
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## 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**  
**Academic Calendar**

**CALENDER OF EVENTS 2017 – 18**

MONTH	DATE	DAY	OCCASION
<b>June 2018</b>			
	1	Friday	1st Friday Holy Mass
	5	Tuesday	Environment Day
	8	Friday	World Oceans Day
	14	Thursday	Blood Donor's Day
	16	Saturday	Ramzan
	21	Thursday	Yoga day
	25	Monday	Staff Meeting and Orientation
	26	Tuesday	International Anti-Drug Day
	27	Wednesday	Ekaivya 2018- Welcome to the Freshers
	28	Thursday	Bridge course for Freshers – Day 01
	29	Friday	Bridge course for Freshers – Day 02
	30	Saturday	Faculty Development Programme (FDP)
<b>July 2018</b>			
	2	Monday	Odd Semester Classes begin for all the batches
	3	Tuesday	St Thomas Feast - The Apostle of India
	6	Friday	1st Friday Holy Mass
	14	Saturday	V Sem BCA: Last date to finalize the Title of the mini project
	20	Friday	V Sem BCA: Last date to submit the Synopsis of the mini project

	28	Saturday	Retreat
<b>August 2018</b>			
	3	Friday	1st Friday Holy Mass
	6- 11	Monday- Saturday	Infinity : Guest Lectures Week
	14	Tuesday	First Internals
	15	Wednesday	Independence Day Celebrations
	16	Thursday	First Internals
	17	Friday	First Internals
	18	Saturday	First Internals
	20	Monday	V Sem BBA: Last date for Confirmation from company and title of the project
	22	Wednesday	Bakri-Id
	24	Friday	Varamahalakshmi
	26	Sunday	Amizade - (DeSalite Alumni Meet)    Raksha Bandhan
	27	Monday	Narayana Guru Jayanti
	28	Tuesday	Prayan and Prathiba Inauguration    Fresher's Day
	29	Wednesday	Prathiba
	30	Thursday	Prathiba

<b>September 2018</b>			
	1	Saturday	Sammilana: Staff-Parent- Student Meet
	2	Sunday	Janmashtami
	6	Thursday	V Sem BBA: Last date for Submission of Chapter I

	7	Friday	1st Friday Holy Mass
	5	Wednesday	Teacher's Day    Blood Donation Camp by Red Cross
	8	Saturday	Feast of Nativity of Blessed Mother Mary
	11	Tuesday	3rd National Level Students' Seminar
	13	Thursday	Ganesh Chaturthi
	14	Friday	Feast of the Holy Cross
	15	Saturday	Feast of Our Lady of Compassion ( Patroness of MSFS)
	16	Sunday	World Ozone Day
	21	Friday	Muharram
	24	Monday	NSS Day Celebrations
	27	Thursday	World Tourism
	28	Friday	World Heart Day
	29	Saturday	Faculty Development Programme (FDP)

<b>October 2018</b>			
	1	Monday	World Elders Day
	2	Tuesday	Gandhi Jayanthi
	5	Friday	1st Friday Holy Mass    V Sem BBA: Last date for Submission of Chapter II
	6	Saturday	Razzmatazz
	8	Monday	Mahalaya Amavasya
	9	Tuesday	V Sem BCA: Last Date to submit soft copy of Mini Project
	10	Wednesday	Model Exams

	11	Thursday	Model Exams
	12	Friday	Model Exams
	13	Saturday	Model Exams
	15	Monday	Model Exams
	16	Tuesday	Model Exams
	17	Wednesday	Model Exams    V Sem BCA: Last Date to submit hard copy of Mini Project    Anti-Poverty Day
	18	Thursday	Maha Navami/ Ayudha Pooja Tula Sankramana
	19	Friday	Vijaydashami
	24	Wednesday	Maharshi Valmiki Jayanti    Foundation Cup
	25	Thursday	V Sem BBA: Last date for Submission of Chapter III

<b>November 2018</b>			
	1	Thursday	All Saints Day    Kannada Rajyothsava
	2	Friday	1st Friday Holy Mass    All Souls Day
	6	Tuesday	Naraka Chaturdasi
	8	Thursday	Balipadyami
	9	Friday	Legal Service Day
	14	Wednesday	Children's Day
	16	Friday	International Day of tolerance and Peace
	17	Saturday	V Sem BBA: Last date for Submission of Chapter IV

	19 onwards	Monday	Commencement of Bangalore University Odd Semester Exams
	20	Tuesday	Child Rights Day
	21	Wednesday	Eid Milad
	23	Friday	Gurunanak Jayanthi
	26	Monday	Kanakadasa Jayanthi

<b>December 2018</b>			
	1	Saturday	World AIDS Day
	7	Friday	1st Friday Holy Mass
	10	Monday	Human Rights Day
	25	Tuesday	Christmas
	26	Wednesday	Commencement of Even Semester Classes

<b>January 2019</b>			
	1	Tuesday	New Year Day
	4	Friday	1st Friday Holy Mass
	10	Thursday	VI Sem BCA: Last date to finalize the TITLE of the Main Project
	11	Friday	Athenia
	12	Saturday	Athenia
	15	Tuesday	Makar Sankranti/Pongal/Lohri
	17	Thursday	VI Sem BCA: Last date to submit the Synopsis of the Main Project
	22	Tuesday	VI Sem BBA: Last date for Submission of Chapter V and the Rough Draft

	24	Thursday	Feast of St Francis de Sales - Patron of the College    International Seminar
	25	Friday	IQAC - National Seminar/ conference/ Workshop
	26	Saturday	Republic Day

<b>February 2019</b>			
	1	Friday	1st Friday Holy Mass
	2	Saturday	Staff Picnic
	6	Wednesday	First Internals
	7	Thursday	First Internals
	8	Friday	First Internals
	9	Saturday	First Internals
	16	Saturday	FDP-5
	18	Monday	VI Sem BBA: Final project submission
	23	Saturday	Sammilana: Staff-Parent- Student Meet
	25	Monday	VI Sem BBA: Internal Viva

<b>March 2019</b>			
	1	Friday	1st Friday Holy Mass
	4	Monday	Maha Shivarathri
	5	Tuesday	2nd Yathra Fiesta - National Level Tourism Fest
	6	Wednesday	Ash Wednesday

	8	Friday	International Women's Day Celebrations    Women's Football Tournament
	21	Thursday	Holi

<b>April 2019</b>			
	2	Tuesday	Model Exams
	3	Wednesday	Model Exams
	4	Thursday	Model Exams
	5	Friday	Model Exams    1st Friday Holy Mass
	6	Saturday	Ugadi
	8	Monday	Model Exams
	9	Tuesday	Model Exams
	10	Wednesday	Model Exams
	11	Thursday	VI Sem BCA: Last date to submit softcopy of Main Project Documentation
	13	Saturday	Graduation Day    College Day
	14	Sunday	Palm Sunday    Ambedkar Jayanthi    Ram Navami
	15	Monday	VI Sem BCA: Last date to submit hard copy of Main Project Documentation
	16	Tuesday	Basava Jayanthi
	17	Wednesday	Mahavir Jayanthi    Lenten Retreat for Christian Students
	18	Thursday	Maundy Thursday
	19	Friday	Good Friday
	20	Saturday	4th Kick for Unity tournament (NEDA)

	21	Sunday	Easter Sunday
	25 onwards	Thursday	Commencement of Bangalore University Even Semester Exams
<b>May 2019</b>			
	1	Wednesday	May Day
	3	Friday	1st Friday Holy Mass
	7	Tuesday	Rabindranath Tagore Jayanthi
<b>June 2019</b>			
	7	Friday	1st Friday Holy Mass