



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution		ST. ANNE'S DEGREE COLLEGE, VIRAJPET
• Name of the Head of the institution		Mr. Rony Ravi Kumar
• Designation		Principal
• Does the institution function from its own campus?		Yes
• Phone no./Alternate phone no.		08274-257622
• Mobile No:		8123947152
• Registered e-mail		stannescolleges@gmail.com
• Alternate e-mail		correspondentsaeiv@gmail.com
• Address		St. Anne's Degree College, Murnad Road Virajpet - 571218
• City/Town		VIRAJPET
• State/UT		Karnataka
• Pin Code		571218
2.Institutional status		
• Type of Institution		Co-education
• Location		Semi-Urban
• Financial Status		Self-financing

• Name of the Affiliating University	MANGALORE UNIVERSITY				
• Name of the IQAC Coordinator	Mrs. Trupti Bopanna				
• Phone No.	08274257622				
• Alternate phone No.	08274257622				
• Mobile	9480351177				
• IQAC e-mail address	truptibopanna@gmail.com				
• Alternate e-mail address	stannescolleges@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://www.stannesdegreevirajpet.com/naac/AQAR%202019-20.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.stannesdegreevirajpet.com/calendar1.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C	1.85	2018	28/03/2018	27/03/2024
6.Date of Establishment of IQAC			01/07/2017		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
nil	nil	nil	nil	nil	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		
9.No. of IQAC meetings held during the year			02		

<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	No	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File	
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11. Significant contributions made by IQAC during the current year (maximum five bullets)		
Conduct of online classes and virtual recorded classes regularly.		
Conducted Webinars for students.		
Successfully organized Faculty Development Programs		
Sanitization of the college campus, Swab Test for Faculties and students		
National level online Quiz		
12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year		
Plan of Action	Achievements/Outcomes	
To conduct online classes during Covid Pandemic Outbreak	The Online and Recorded Classes were conducted successfully	
To organize Faculty Development Programs	Two FDPs were conducted.	
To organize Career Guidance Program for the students	An NGO from Bangalore conducted program 'Teach to fish'	
To conduct Webinars for students	Conducted successfully by various departments	
13. Whether the AQAR was placed before statutory body?	No	
<ul style="list-style-type: none"> Name of the statutory body 		

Name	Date of meeting(s)
Nil	Nil
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2022	09/02/2022
15. Multidisciplinary / interdisciplinary	
Nil	
16. Academic bank of credits (ABC):	
Nil	
17. Skill development:	
Nil	
18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)	
Nil	
19. Focus on Outcome based education (OBE): Focus on Outcome based education (OBE):	
Nil	
20. Distance education/online education:	
Nil	

Extended Profile

1. Programme

1.1 191

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	View File

2. Student

2.1

660

Number of students during the year

File Description	Documents
Data Template	View File

2.2

335

Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year

File Description	Documents
Data Template	View File

2.3

240

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1

26

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2

00

Number of Sanctioned posts during the year

Extended Profile

1.Programme

1.1	191
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	660
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	335
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	240
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	26
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	00
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	View File

4. Institution

4.1	23
Total number of Classrooms and Seminar halls	
4.2	15.60285
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	60
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The institution being affiliated to Mangalore University follows the university prescribed curriculum. The curriculum is revised once in three years by the syndicate and academic council body. The IQAC and heads of all departments discuss about the curriculum and assigns the subjects to the faculties considering the specialization, interest and teaching experience.

- The heads of the department prepares the time table for each faculty of their respective departments according to the numbers of hours allotted for each subjects by the university.
- Faculties maintain work dairies and lesson plan according to the subject allotted. During those days of lockdown due to the spread of the pandemic, online teaching was arranged to make sure the completion of the syllabus on time and to keep the students active in their studies.
- Innovative teaching like PowerPoint presentation, group

discussion, and case study are followed.

- The college library maintains sufficient numbers of books and is also supported with N-list to help students to have more access to books for their reference.
- The calendar of events is prepared by the appointed committee based on the university calendar.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

As our college is affiliated to Mangalore University we adhere to the academic calendar of the university. For the conduct of continuous internal evaluation, the institution follows the guidelines of the university as well as the other evaluation methods planned by the college. At the beginning of every academic year, college prepare its calendar as per the norms of university and subsequently every department prepare its calendar. Academic planning meeting will be scheduled to have proper framework of the calendar. The principal along with the heads of the department sets the timetable, schedules the lecture hours and the faculty members are instructed to follow the prescribed curriculum.

Academic calendar highlights the following aspects for the continuous internal evaluation:

1. Academic sessions include various activities where the students are appraised.
2. The schedules for examinations will be mentioned in the academic calendar.
3. Academic calendar helps the faculty members to the plan co-curricular activities.
- 4 Academic calendar gives details like total numbers of working days, holidays, dates of examinations, dates of various events etc.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	D. Any 1 of the above
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File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

04

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data

requirement for year: (As per Data Template)

00

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

00

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

00

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

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

The institution integrates crosscutting issues in line with its vision and mission statement. The Ethics to be followed by students are made aware during the induction programmes. The Code of conduct of the staff members has been displayed in the college website. To enhance the concentration of the students a prayer session is conducted every day during the morning assembly. The principal and HODs gives a small talk on moral values and ethics for life once in a week.

The curriculum designed by the university includes cross-cutting issues relevant to gender equity, environmental sustainability, human values and professional ethics etc. that gives an effective opportunity when it comes in applying them positively into the

curriculum. Giving emphasis to gender, environment, human values and professional ethics apart from university prescribed, the institution imparts awareness on cross cutting issues. The NSS unit of the college conducts activities that sensitises the students to understand the importance of environmental protection through planting saplings, celebrating Vanamahotsav day. Participation in NSS special camps develops the sense of responsibility and service to the society. The nature club involves the students in activities like maintenance of medicinal plants and herbs, creating awareness on environmental protection etc. The women empowerment cell and women anti-harassment cell looks into various programmes based on women safety, special lecture for female students, self defence for girl students and empowerment aspects

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

00

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

53

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above
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File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	View File

1.4.2 - Feedback process of the Institution may be classified as follows

C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.stannesdegreevirajpet.com/naac/1.4.2-Feedback%20Process.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

335

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

172

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The institution assess the learning levels of the students through

- Bridge courses are conducted for newly admitted students to identify their learning capabilities
- Through personal interaction, the learning levels of the students are assessed
- Through internal assessment, oral test, classroom presentation, quiz, pick and speak activities etc. the institution assess the learning level of the students.
- The usage of the library resources by the students helps in assessing their level of learning.
- The HODs of various departments along with the faculty members analyses examination results and record the marks on the basis of assessing mechanism.
- The slow learners and the advance learners are identified and listed out.

The Institutions initiatives for advance learners

- Advance learners are encouraged to make PPT presentations to enhance their capabilities.
- They are encouraged to take part in intra-collegiate competitions like quiz, fest, essay competition, poster making competition etc.
- Each department take initiative in providing reference book for further reference
- They are informed about competitive exams in career pathways

The Institutions initiative to improve slow learners

- Remedial coaching is given to the slow learners.
- Extra and special classes are taken to sort-out the difficult concepts.
- Peer teaching method is adopted by the advance learners to teach a few topics to benefit the slow learners

- Assignments and unit test are conducted to improve their performances.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
660	25

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

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

Learning is made more student centric through a combination of new methods of teaching. In order to motivate the students beyond the scope of theoretical knowledge various student centric learning methods like workshop, seminars, group discussion, field trip, industrial visit, case studies, NSS etc. have been adopted. Student centric methods are an integral part of the pedagogy adopted by the faculty for which the college provides all possible support such as open access library, ICT enabled classroom and so on.

- In order to bring out the talent of critical thinking and to build confidence, students take part in debate on the general topic as well as curriculum aspects.
- Classroom presentations are conducted on various subjects by the students in order to develop presentation skills and communication skills to enhance confidence. Students are compelled to present through PPT in order to boost computer skills.
- Group discussion on general topic and subject topic are organized to enhance participative learning.
- The students are encouraged to gain practical knowledge by participating in Industrial visit and field trips.

- Guest lectures are invited to throw light on topics apart from syllabus.
- In order to promote experiential learning students are encouraged for peer learning in the class room. The slow learners and advance learners are identified based on their learning levels and performance. The advance learners guide the slow learners on the subject topic which is an evidence for participative learning. The documentary clips are shown for students regarding the social issues

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The teachers of the institution use ICT tools for effective teaching learning process and for developing creative and critical thinking among the students. Faculties are provided with the requisite facilities for preparation of ICT teaching learning material which helps both the students and teachers to enhance their performance in a better way. Institute has dedicated for digital classroom for all programs with the use of multimedia teaching aids like projectors, internet enabled computers etc. Teachers use documentary videos for teaching various topics to create visual impact among the students. The library subscribe to a large number of e-journals and access to online and offline data base.

Due to the pandemic situation, to have continuity in teaching and learning, the students were engaged through online classes. The faculties used different platforms like whatsapp, google classroom, zoom etc. for conducting virtual classes.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.stannesdegreevirajpet.com/ICT%20Resources%20Available.pdf

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

2.3.3.1 - Number of mentors

25

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

25

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

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File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

143

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

As our institution is affiliated to Mangalore University the evaluation system in the institution is as per the university norms. For measuring the performance of the students, the faculty will take the following initiatives.

- Internal assessment will be conducted twice in a semester for assessing the performance of the students.
- In the class the faculty of each department will conduct class test after each unit to evaluate the students' performance.
- Special attention will be given to cater the needs of both the slow and advance learners.
- Continuous internal evaluation of the students is done by the faculty members through innovative teaching pedagogies and techniques like case studies industrial visit, assignments, project works and so on.

Due to pandemic situation student performance was assessed on the

basis of assignments, their past performance and the marks they scored in the first internals.

To assess the quality of teaching in the institution suggestion from the students are invited in the form of feedback forms with questionnaire, suggestion box where the respective teacher should take the suggestion given by the students and should make reform in the curriculum delivery. This system of evaluation in the institution will build confidence in both students and teachers .

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

Mechanism to deal with internal examination related grievance is transparent time bond and efficient in our institution. The IQAC arranges the meeting with the HODs of various departments and fix the time for internal assessment. HODs will inform the concerned subject teachers to prepare and submit the question papers a week before the commencement of examination. Invigilator dairy is maintained to list out the absentees on the day of internals. Incase if the students are absent due to various reasons like sports, ill health, intra college competition etc they are given opportunity to take up the internal test in a specially arranged manner. Students are permitted to meet HODs, IQAC coordinator or Principal in case of any grievance related with examination. Personal counselling is conducted by the external counselor and mentors in case if the students are psychologically disturbed. Habitual absentees for exams and careless attitude of the students are dealt by faculties with firm action like assignments, counseling, re-test etc .

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The IQAC along with the heads of various department, discusses the course outcome and the programme specific outcome for all the programmes and are placed at the concerned department and also in the college library for the reference of the students The heads of the department make sure that the teachers of the concerned department are aware about the course outcome and programme specific outcomes.

It is communicated to the students through prospectus at the time of admission. Programme outcome and course specific outcome for all the programmes offered by the institution are well stated and displayed in college website. As a part of induction programme, the HODs of various departments enlighten the newly admitted students about the programme outcome, course outcome and programme specific outcome and other academic details. At the beginning of the semester the class in-charges and subject teachers discuss about the course outcome and programme specific outcome to the students. In the course of mentoring, the mentors also discuss with their mentees about the outcome of the programmes .

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.stannesdegreevirajpet.com/naac/2.6.1%20PO,PSO,CO.pdf
Upload COs for all courses (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Institution evaluate the attainment of programme outcomes, course outcomes and programme specific outcomes during the year through mid-semester exams, end-semester exams, assignments, presentations, viva and so on . It is also evaluated through the feedback received from the students, parents and alumni.

The institution measures the level of attainment of programme outcomes, course outcomes and specific outcomes through the following ways

- After the declaration of the semester examination results and internal assessment results, the HODs discuss the performance with the faculties and decision are taken for the improvement in the required area.

- Certain business related problems are given to the students, where the students are required to prepare business letters, which can help to understand their writing skill, language skills etc
- Classroom presentation, pick and speak competitions are organized for students which helps in measuring their skill in communication.
- To assess the problem solving abilities of the students, case studies are given in the classrooms which help the students to enhance their decision making abilities.
- While teaching in the classroom the faculties help the students to understand the managerial education and at the end of the semester, group discussion and general discussion are arranged.
- The performance of the students is also measured through quiz competition, product launch events, essay writing competition, achievement in fest etc.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

225

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	https://www.stannesdegreevirajpet.com/naac/6.5.3%20ANNUAL%20REPORT.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution

may design its own questionnaire) (results and details need to be provided as a weblink)

<https://www.stannesdegreevirajpet.com/naac/SSS.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

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File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

00

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution

during the year

07

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

00

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

03

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The Youth Red cross wing and the NSS unit of the college had organized a blood donation drive 2021 in collaboration with St. Joseph's hospital blood bank Mysore. The college took a bold step in organizing this voluntary blood donation drive amid corona pandemic situation to help the needy. The drive was open to students of our college and general public too. Totally 43 units of blood were collected. The college website has displayed the list of blood donors to help the community in case of emergency.

To provide an additional layer of safety to the ongoing public health and preventive efforts, college NSS wing, YRC in association with District Health Community Center had organized, 'COVID-19 PCR' Diagnostic Test for the staff and students. Maximum number of staff and students were done with the RTPCR test. The goal of initial testing was to estimate the prevalence of infection among the individuals.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

00

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	No File Uploaded

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with

industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

19

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

3304

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

00

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

03

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The institution ensures adequate availability and optimal utilization of physical infrastructure to the students to expose them to face the global challenges and become pioneers in present scenario.

At the beginning of the academic year, assessment for replacement or upgradation or addition of the existing infrastructure is carried out based on the suggestions of class in charges, head of the departments, lab and system administrator after reviewing course requirements. The management plans ahead for all the requirements regarding classrooms, laboratories, furniture, computing and other equipments and does the needful.

The available physical infrastructure is optimally utilized in the regular and beyond college hours to conduct co-curricular activities, extra-curricular activities parents teachers meetings, seminars, conferences etc

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

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

The institution has adequate facilities which are augmented from time to time for conducting curricular, co-curricular and extra-curricular activities efficiently. The institution conducts various activities for students like cultural, sports, indoor, outdoor games, public speaking, yoga etc.

Cultural activities: The cultural club of this institute aims to bring out the talents in the students community in all possible ways. Cultural activities generally move through auditorium, audio-visual room and in an open stage. Students experience these stages differently and the impact and order vary widely. The club organizes various cultural activities like group dance, carol singing, and mehndi and rangoli competition to enrich the student's talent. We also enrich and motivate the students in all activities and also distribute the appreciations and certificate of regards.

Sports: The institution has 200 meters athletic ground, with facilities to play football, hockey, handball, and volleyball and basketball court. Sports room is equipped with carom board, table tennis board and chess board. The sports committee is formed to make the necessary arrangements for the inter department sports activities.

Yoga: Yoga will be thought to the students weekly two days; most of the students will take part in yoga class. We will celebrate international yoga day by inviting yoga specialist. The institute has a hall, where more than 80 students can perform yoga comfortably at a time.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

07

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

07

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

15.60285

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

It is automated using Integrated Library Management System (ILMS) computerized with new gen Lib open-source integrated software. It accesses journals under the e-shodh sindhu program of INFLIBNET. It provides access to bibliographic records of all the print books available in the library.

To meet the growing needs for electronic resources and for maintaining highest academic integrity various steps were undertaken by the library during the past few years. This includes integration of various print and resources, creation of institutional repositories, digitalization of rare books, documents and subscriptions to some of the best e-resources.

The library has about many e-book services of various publishers including Cambridge University peers, Oxford university peers, Orient Blackswan etc. the books have been digitized.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

C. Any 2 of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

2.70687

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

79

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

IT facilities are provided by the Institution which comprises of Desktop, Internet connectivity in Library which is upgraded to a speed of 50MBPS, WI FI facilities, computer laboratory, ICT enabled classes and the departments are equipped with desktops. Computer laboratories consist of advanced software like visual studio, Microsoft visual studio code, tally-ERP9 etc. It also provides other facilities like typing, printing and CD/DVD writing. The library is fully automated with easy-lib software. The college has a website which is updated frequently by the web developer. The computers are installed with anti-virus software, and updated with latest software and uses windows operating system. The computers in lab and Library are equipped with UPS such that there is no power interruption while using the systems. The IQAC ensures the updation of IT facilities in the institution.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Number of Computers	
60	
File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	View File
4.3.3 - Bandwidth of internet connection in the Institution	A. ? 50MBPS
File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File
4.4 - Maintenance of Campus Infrastructure	
4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)	
4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)	
15.60285	
File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File
4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.	
For the supervision of proper maintenance and utilizing the physical, academic and support facilities, the IQAC has formed the various maintenance committees.	

Laboratory: The computer science lab is under the supervision of the head of the department of BCA. The IQAC ensures that the IT facilities are updated according to the new system. A service provides is appointed to maintain and update all the computers and software's.

Library: The library is available to the faculties and students from 8:00a.m to 5:00 p.m to enable the users to utilize the resources beyond the class hours. The subject-wise arrangement of the books and its replacement is done by the assistant librarian. The students are supposed to use only the systems allotted to them in the library. It is supervised such that the internet and Wi-Fi facilities provided are not misused by the students.

Sports/Recreation Room: The sports committee consisted of principal, physical director and eight student's representatives. The physical director maintains the register where the students have to enter the data, time and signature before using the sports equipments. IQAC supervises the maintenance of sports/recreation room regularly.

Classrooms: Every classroom has sufficient furniture and its maintenance is supervised by the class-in charges and the student representatives. The services of the house keepers are utilized to maintain the cleanliness in and around the campus. The college development fund is utilized for maintenance and minor repairs of furniture and other electrical equipments.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

55

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

00

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

D. 1 of the above

File Description	Documents
Link to institutional website	https://www.stannesdegreevirajpet.com/naac/5.1.3%20Communication%20Skills%20in%20English.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

00

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

00

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

B. Any 3 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

00

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

44

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State

government examinations) during the year

05

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

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

00

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

In the academic year 2020-21, the College was functioning via online mode due to Covid-19 pandemic where the presence of students were less on campus. Every year, the College nominates students as college representatives and class representative. Every auxiliary body have student representatives who are members of the team representing in college level. The representatives participate in committee meetings, discussions and decision-making process that support the students' needs. The Student Council helps in maintaining academic discipline and rigour. They are assigned to maintain various co-curricular, extra- curricular and

sports activities. The NSS leaders are elected every year. The NSS volunteers take active part in all the activities.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

02

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

- The alumni association was established in the year 2017
- The association is functional, it is not registered.
- The general body meeting will be conducted annually.
- Feedbacks are collected from the alumni and their suggestion is taken into consideration for the improvements on academic and other activities.
- The office bearer includes the president, treasurer and executive committee which include four alumni members.
- Alumni who are in better position and have excelled in job were invited to address the students about the opportunities in their areas.
- Few alumni join NSS special camp to guide the volunteers

regarding the shramdhan and other cultural activities.

- They have donated few books to the department library and college library.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Giving utmost importance to vision and mission of the institute, continuous improvements and implementation are done. Looking into the development of the individual students socially, culturally and economically, the institution being aware of higher education constantly look into covering the aspects of knowledge, skill and development and empowerment of students meeting their requirements. Action plans are prepared such that gaining knowledge and developing skills needed by the students are given utmost importance. The earlier implemented process of value education, skill development classes, morning assembly, mentoring system, personal counseling is continued. Continue efforts are put in by the management and staff to ensure the development of the core issues. The ICT in the teaching- learning process is extended further to enable the students to come out with more innovative ideas and support them with needful sources for the same. The institution further supports to adopt the developing technology through fastening the experiment in e-learning abiding by the vision and mission. The different cells are giving importance to arrange various programs to understand the fundamental rights and duties, concept of the constitution, awareness of the environment protection and development, and social responsibilities and finally to be a responsible citizen.

File Description	Documents
Paste link for additional information	https://www.stannesdegreevirajpet.com/mission.html
Upload any additional information	No File Uploaded

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

The practices of Internal Academic Audit system are continued. The academic audit committee contributes towards the quality sustenance and enhancement in administration and academic process. The committee comprising the principal and heads of department supervises the accomplishment of the action plans and discussion taken for the further enhancement of plan. The action plan is discussed and planned by the IQAC in the presence of all the staff members. The suggestions of the faculty is taken into consideration for the necessary development. The meetings for planning the academic programs are conducted in the presence of the student representatives where their suggestions are also considered while taking the decision.

The audit committee looks into the successful completion of the syllabus on time, maintenance of documents such as attendance registers, marks registers and work dairies are verified and signed regularly. Different events conducted by different clubs and cells are assigned to different faculties. Conducting remedial classes, life skill classes and extracurricular activities is also supervised by IQAC and HOD.

Admission committee is framed every year to conduct admission procedure of different degree programmes. Faculty members along with office administrative staff are included to give the information to the students about career options and conduct the counseling session if necessary.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution believes in development of perspective plan for excellence in academic and extra-curricular activities that go in tune with the vision and mission of the college. All the departments and auxiliary bodies prepares plan of action for the academic year. One case study that is effectively deployed is blood donation drive during Covid-19 pandemic to create a service mind and to develop social responsibility among students. Knowing the need of blood requirement by the needy during the Covid-19 pandemic situation, institution organized a voluntary blood donation camp in the college campus. The aim of the program was to make the students aware about their involvement and participation towards social service as a responsible citizen.

Another perspective plan that is successfully deployed is extension of a new building for a PG degree and an upgraded library. Knowing the need of higher education, the college had planned for a new PG study center. As the strategic plan, the management developed a new building with ICT enabled lecture hall and a well-equipped library. The perspective plans of the college are reflective in the annual action plans. The IQAC and the management chalk out the various perspective plans during the beginning of the academic year. All the departments and auxiliary bodies work in accordance to those plans of actions.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.stannesdegreevirajpet.com/naac/6.2.1%20Strategic%20Plan%20and%20Deployement.pdf
Upload any additional information	No File Uploaded

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

The management of the institution comes under the constituency of MDES (Mysore Diocesan Education Society) with the presidentship of Bishop of Mysore, vice-president, secretary treasurer and members. The college management committee is headed by the corespondent

while the administrative functions are carried out by the principal. Academic and non-academic activities are monitored by the IQAC under the guidance of the principal. Activities of the departments are supervised by the HOD's with the support of the faculties for its smooth running. Office staff look into non-academic works as per the university norms, under the guidance of principal and IQAC.

Librarian maintains the registers, necessary documents, availability of sufficient books for the student's reference, regular availability of newspaper (national and local), various magazine and journals and E-journals the computer system in the library is also maintained by the librarian.

All sports events within and outside the college is guided, supervised and maintained by P.ED.

The institute follows a system of nominating the students representatives. Considering their ability, talent and interest they are nominated by principal, IQAC and staff, for various posts.

The staff club of the institute arranges discussion and takes decision about the new implementations for the enhancement of quality and new ideas and to make changes in the existing system if need arises. The club also looks into the matter of any grievance of the staff. Necessary measures are taken to ratify the issues if any.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://www.stannesdegreevirajpet.com/Organogram.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

D. Any 1 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

teaching

- Subsidised meals and refreshment in canteen.
- Sponsoring conference and fdp cost
- Establishment of informal staff club
- ESI facilities
- Maternity leave.
- Provident fund
- Fee concession to staff who admits their children in the same institution.
- Annual increment

non teaching

- Subsidised meals and refreshment in canteen.
- Sponsoring conference and fdp cost
- Establishment of informal staff club
- ESI facilities
- Maternity leave.
- Provision for sick leave.
- Provident fund
- Annual increment
- Jobs given on compassionate grounds to family members of non-teaching staff
- Providing residential facilities to the staff.
- Fee concession to staff who admits their children in the same institution.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

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

00

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

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

02

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

13

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The institute maintains three types of appraisal system namely Management appraisal for the teaching and non-teaching staff, Student appraisal system - feedback mechanism through the structured questionnaires and HOD appraisal of the respective

departments.

The management collects the feedback from the students and peer faculty members apart from the structured performance appraisal system. IQAC supervises college activities carried out by the staff and office administration. The structured feedback form is collected by the IQAC from the students at the semester end to evaluate the performance of the faculties. The IQAC reviews it and forwards it to the principal. The principal considers the feedback and takes necessary action according to the need.

All the college activities are supervised by the IQAC and reported to the management for further improvements and needs. The IQAC also invites the suggestion from the parents during the PTA meetings. The alumni feedback is also collected during the alumni gathering. The principal regularly summons the meetings with IQAC and department heads about the academic performances. Department heads also supervises the assigned works in their respective departments through internal academic and administrative audit.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

External audit: The institute continues the system of maintaining the audit of the college by the external auditor. Income and expenditure are verified by checking the daily transactions, i.e., by verifying the receipts and vouchers of daily transactions, the income and expenditure accounts are prepared.

The parent society MDES (Mysore Diocesan Education Society) appoints a committee every year to audit the various academic and extra-curricular activities, and also administrative related documents.

Internal audit: The correspondent and the principal ensure the internal audit is properly maintained and recorded. An internal academic and administration committee is appointed for the same.

They look into verification and validation of various academic activities and administrative work.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

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

00

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The college fee collected from the students is the main source of the funds to fulfill all the financial necessities. The funds are mobilized according to the need. To fulfill this need a budget is planned and prepared in advance and submitted for the approval.

For the building and other infrastructural development, the financial need is looked into and met by MDES.

To conduct different fests, seminars and workshops the funds are provided by the management according to the budget plan submitted by the respective departments and cells. The department clubs and cell in charge prepares the budget looking into the requirement of the department. The budget prepared is submitted for the approval. The sanctioned budget is closely monitored to check the misuse of the funds and for the optimum utilization.

Other than the usage of playground and auditorium for the

academic, cultural, sports and other events, it is given to the outsiders during holidays.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

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

Following the suggestions and guidelines of the IQAC, to create awareness and make students involve in taking up the responsibly towards the society like service with compassion, moral values, awareness on various issues, risk and stress management, self-defense etc. Faculties are given training to take initiatives regarding the same.

Foreseeing the sensitive problems of the present scenario of insecure information security and data privacy, to create awareness and to enlighten the ways to secure oneself, a FDP was arranged by the IQAC in collaboration with AIMIT, St. Aloysius College, Mangalore. The session explained how the sensitive data are collected in the social networks and misused by the hackers.

During the pandemic to support and enhance the online classes more efficiently, a faculty development program "Use of technology in education in teaching and learning" was successfully arranged.

To enhance the knowledge of the students during pandemic, as live cases was impossible, webinars and online classes on the respective syllabus allotted by the university was conducted. The performance of the students was assessed though the assignment and internals.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of

operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

IQAC being the central authority in maintaining quality of academics and improvements, regularly scrutinise the teaching learning process. Suggestions and feedback are considered to introduce innovative methods and reforms.

Reviews on teaching learning process by IQAC: IQAC looks into the timely completion of the syllabus prescribed by the university. The departments are supported and assisted to arrange various seminars, workshops, guest lectures, FDPs, documentaries, social awareness programmes in par with the syllabus and also to create social awareness. Details of the classes and other activities conducted are scrutinised and recorded in the form of workbooks and reports.

Students learning outcomes: The performance of the students are regularly monitored through mentoring system. The learning outcomes are analysed by conducting class tests, Internal assessment, seminars, presentations, group discussions and also active participation in various activities conducted by the various departments, clubs and cells. To increase the efficiency and performance of the students, special classes remedial classes are conducted for the slow learners. IQAC and the management considers the result of students seriously. Necessary steps are taken to find out the reasons and gives measures to improve if the students' performance is low.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.stannesdegreevirajpet.com/naac/6.5.3%20ANNUAL%20REPORT.pdf
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Our institution makes an effort to organize various gender equity promotion programs to maintain a sustainable society. Due to COVID-19 pandemic situation, our institution was not able to conduct a greater number of programs on gender equity. Few programs and initiatives like International Women's Day were celebrated. The Women's cell of the college had organized a talk that sensitized the students and faculties about the importance of gender equity and also stressed upon the historical background of discrimination free work environment for both men and women. Personal counseling for girls as well as boys students is conducted on a regular basis by the external counselor.

Few Safety and Security Measures

- Multiple CCTVs are installed in the college premises in various places
- Separate rest room facilities for Female staffs and students are setup
- Anti-Harassment and Grievance cells are set up to address the complains against discrimination and harassment

File Description	Documents
Annual gender sensitization action plan	https://www.stannesdegreevirajpet.com/naac/7.1.1%20Gender%20Sensitization%20Action%20Plan.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.stannesdegreevirajpet.com/naac/7.1.1%20Women%20Safety%20Measures.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	D. Any 1 of the above
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File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The Institution follows a systematic manner in the treatment of wet waste. A compost pit is maintained by the college which is supervised by the nature club. The compost manure is used for the internal garden of the campus.

Waste bins are placed in all the classrooms, office, staff rooms and corridors. Bigger waste bins are placed outside the building in the campus. Solid waste is disposed through the Town Municipality Corporation and scrap paper collectors.

The canteen waste and perishable waste is converted into organic manure by collecting them in the compost pit and mixed with soil.

The IQAC supervises that the campus is maintained as plastic free zone. A caption - 'Plastic Free Zone', is displayed in the campus that influences the students to avoid using plastic in the campus.

The liquid waste is channelized and let out to the drainage.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	https://www.stannesdegreevirajpet.com/naac/7.1.3%20Solid%20Waste%20&%20Wet%20Waste.pdf
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

C. Any 2 of the above

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

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

<p>7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities</p>	<p>E. None of the above</p>
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File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

<p>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</p>	<p>E. None of the above</p>
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File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other

diversities (within 200 words).

Institution provides an inclusive environment with tolerance and harmony towards cultural, regional, linguistic communal socio-economic and diversities. Various sports and cultural activities have been organized in the college campus which promotes harmony towards each other.

Commemorative days like women's day, yoga day, youth day, Kannada Rajyosthava, Ambedkar Jayanthi have been celebrated. Blood donation drive was also organized in the campus.

The seats are allotted in different categories such as general, OBC, SC, ST etc. as per govt reservation policy. All discriminatory practices are perishable in the institute based on social and economic diversities. In all the programs which are been celebrated in the institute shows participation of students from different socio-economic classes. Institute also intolerant towards gender-based discrimination and thus institute stands a place in providing inclusive environment.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Our institution makes various efforts to sensitize the students and faculties to indulge in various programs that is conducted in the college to promote constitutional obligations. During the commencement of the academic year, college takes the initiation to deliver orientation program for the new batch of students to make them aware of the core values, vision, mission of the institution which upholds developing the lasting human values of the life, empowering to gain knowledge and capabilities, thereby contributing for social, economic and national development in conformity with the constitution as a responsible citizen.

The principal addresses the students about the fundamental rights, duties and social responsibilities during the various national festivals celebrated by the institution such as Independence Day,

Republic Day, Constitution Day and Gandhi Jayanthi, to create awareness among the young generation, about their crucial role towards the betterment of the society. The institution also makes an effort towards conducting various programs for the students for their individual development by instilling positive qualities such as leadership, problem solving etc.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

D. Any 1 of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

To create awareness about humanism, national unity among the student community the institution celebrates various national festivals and national days like Independence Day and Republic Day

during which the importance of the day was marked by hoisting the flag and the principal addressing the staffs and the students by reminiscing the sacrifices of our national leaders in the freedom struggle.

Birth and Death Anniversaries of eminent personalities are celebrated by the institution with enthusiasm. On thesedays, the students are enlightened with the life achievements and struggles of the prominent personalities and encouraged to inculcate and embrace their core values.

Other prominent days such as Constitution Day, National Science Day are also observed to make the students and faculties of the institution to know the importance and significance of these days.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

Best Practice 1: Mentoring: The institutional objective of the mentoring is to establish a trusting relationship with accountability and responsibility from the mentor and mentee. We try to build confidence in them and explore the topic of interest and prepare for expanded opportunities. The focus on interacting/meeting is a very specific objective within a set of periods of time with their performance and the development of certain skill. The institution pays attention to the influences of instructional contexts on mentoring and the kinds of learning opportunities. We develop the students to be capable and potential in the role rather than performance and skills. Teachers can also asses their attitudes when offering advice.

Best practice 2: Generous Fee Concession: Another best practice is fee concession to the students who are not able to meet the institutional fee expectations. As per our vision, we are

compassionate towards those students who are economically weak and desired to pursue their graduate programmed in our college. Our objective is to provide higher education to as many students as possible and nobody should be deprived of education due to financial constraints. This institution is not getting any external financial support like UGC funds and grant-in-aid. It is managed mainly on the resources based on fee collection from the students. Providing education is the main priority for us and giving fees concession takes away very large amount which otherwise could be utilized for developmental purposes and campus improvements.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Our institution consistently emphasizes on knowledge and skill employability. Focus of our institution is always on following the vision, mission and working pattern to ensure better working standards and empower students in pursuit of knowledge, values and social responsibility, impart cultural, social and political values to the upcoming generation. Despite the challenges that we face in technological progress of students need to be empowered to manage them without losing their hopes. Distinctiveness of institution lies in this area. The institution has established its distinctive approach by allowing students to organize events for developing skills, Entrepreneurship development, Ethical and Human value development. The institution arranges various skill development programmes such as language skill development, employability skill development, personality development etc. IQAC take the initiative of organising "Social awareness programs" to instil positive attitude among the students which is absolutely essential for the them to make them understand of which they are the part. Each such information is also documented for the preview of IQAC. The lecturers help the students to deal with negative influences and to overcome stress in tough times and also to handle such situations with care. Our institution gives special importance for value education where students are enlightened with

the lives and achievements of great personalities. The NSS unit takes leading role in order to develop students in community service and give them an experience of involving in the activities designed by the officer which creates the feeling of oneness among the participants.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

Proposed to implement the following from the academic year 2020-21.

- To encourage the faculty to enrol for research programmes (Ph.D) and also motivate them to qualify UGC-NET and KSET exams.
- To encourage students and the faculties to present and publish research papers in UGC recognized journals.
- To develop research culture in the campus by encouraging students to participate in seminars, conferences and also take up internship and project work.
- To make students' aware about MOOC and encourage them to register for various courses.
- To organize On-Campus recruit drive for the present and passed out students.
- To promote a plastic free and green campus.
- Further strengthen and foster MoUs, linkages and collaborations.
- Encourage more community development programs and extension activities.
- Strengthen Alumni Association and engagement.