

**Internal Quality Assurance Cell (IQAC)
Annual Quality Assurance Report (AQAR)**

NAAC Track ID KACOGN14416

2015 - 2016

Submitted to

**NATIONAL ASSESSMENT AND
ACCREDITATION COUNCIL
(NAAC)**



SAMBHRAM
ACADEMY OF MANAGEMENT STUDIES

**INTERNAL QUALITY ASSURANCE CELL (IQAC)
SAMBHRAM ACADEMY OF MANAGEMENT STUDIES:: BANGALORE
'NAAC REACCREDITATION – A COLLECTIVE RESPONSIBILITY'**

**Off Ph. No: 080 64507087
e.mail: principal@sambhram.org**

Dr. H. A. Raghavendra,
Professor and IQAC Coordinator,
Sambhram Academy of Management Studies,
Bangalore
Ph.No (O) : 080 64507087
(M) : 8884449855
Email: principal@sambhram.org

Dear Sir,

Sub: AQAR for 2015-16 – Submitting – Reg.

Please find enclosed herewith the Annual Quality Assurance Report for the academic year 2015-16 in the prescribed format. The report has been prepared using the revised format (01-01-2014). Though the report pertains to 2015-16 which fall prior to the date of revision of the format.

Kindly consider the report for the same.

Thanking you,
Yours sincerely,

(Dr. H. A. Raghavendra)

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

Sambhram Academy of Studies Management

1.2 Address Line 1

M. S. Palya

Address Line 2

Jalahalli East

City/Town

Bangalore

State

Karnataka

Pin Code

560097

Institution e-mail address

sams@sambhram.org

Contact Nos.

080-64507087

Name of the Head of the Institution:

Dr. K. C. Mishra

Tel. No. with STD Code:

080-64507087

Mobile:

8884449855

Name of the IQAC Co-ordinator:

Dr.H.A.Raghavendra

Mobile:

888449855

IQAC e-mail address:

principal@sambhram.org

1.3 NAAC Track ID (For ex. MHCOGN 18879)

KACOGN14416

1.4 NAAC Executive Committee No. & Date:

EC/56A&A/060 Valid up to 15 September 2016

(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) Valid up to 15 september 2016

1.5 Website address:

www.sambhram.org

Web-link of the AQAR:

www.sambhram.org/AQAR2015-16.doc

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 st Cycle	B	2.58	2011	2016
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

15/03/2010

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

2015-16

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__2014-15 submitted to NAAC ON 17-10-2015
- ii. AQAR---2013-14 submitted to NAAC ON 17-10-2014
- iii. AQAR__2012-13 submitted to NAAC ON 15-10-2013

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 AICTE 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)

MCA

1.12 Name of the Affiliating University (for the Colleges)

Bangalore University

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

Autonomy by State/Central Govt. / University	<input type="text" value="Nil"/>		
University with Potential for Excellence	<input type="text" value="Nil"/>	UGC-CPE	<input type="text" value="Nil"/>
DST Star Scheme	<input type="text" value="Nil"/>	UGC-CE	<input type="text" value="Nil"/>
UGC-Special Assistance Programme	<input type="text" value="Nil"/>	DST-FIST	<input type="text" value="Nil"/>
UGC-Innovative PG programmes	<input type="text" value="Nil"/>	Any other (<i>Specify</i>)	<input type="text" value="Nil"/>
UGC-COP Programmes	<input type="text" value="Nil"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="6"/>		
2.2 No. of Administrative/Technical staff	<input type="text" value="2"/>		
2.3 No. of students	<input type="text" value="3"/>		
2.4 No. of Management representatives	<input type="text" value="2+1 Chairperson"/>		
2.5 No. of Alumni	<input type="text" value="4"/>		
2.6 No. of any other stakeholder and community representatives	<input type="text" value="Nil"/>		
2.7 No. of Employers/ Industrialists	<input type="text" value="Nil"/>		
2.8 No. of other External Experts	<input type="text" value="Nil"/>		
2.9 Total No. of members	<input type="text" value="18"/>		
2.10 No. of IQAC meetings held			
2.11 No. of meetings with various stakeholders:	No.	<input type="text" value="1"/>	Faculty <input type="text" value="4"/>
Non-Teaching Staff	<input type="text" value="3"/>	Alumni	<input type="text" value="1"/>
Students		Others	<input type="text" value="Nil"/>

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

2.14 Significant Activities and contributions made by IQAC

- Established linkage with CII-IL for CERTIFICATION PROGRAMMES in supply chain Mgt & Logistics
- One Day workshop on ICT for college Librarians – 22/11/ 2015
- Career Guidance and Placement Cell strengthened
- Implemented personality development programs, value added certificate courses & pre placement training program for the students
- Sensitizing students to ecological and environmental issues
- Seminars, conferences and invited talks arranged

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

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes No N

Management Syndicate Any other body

Provide the details of the action taken

--

Part – B

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				
PG	03	Nil	03	Nil
UG	03	Nil	03	Nil
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	06		06	
Interdisciplinary				
Innovative				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	06
Trimester	
Annual	

1.3 Feedback from stakeholders* Alumni Parents Employers Students Y

(On all aspects)

Mode of feedback : Online Manual Y 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.

No

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

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
42	37	1	4	NIL

2.2 No. of permanent faculty with Ph.D.

8

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
5	2	Nil	Nil	0	1			5	3

2.4 No. of Guest and Visiting faculty and Temporary faculty

Nil 06 Nil

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	02	02	
Presented papers	01	01	
Resource Persons			

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

Presentations, simulations , and mini projects

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

180 days

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

NA

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

1

2.10 Average percentage of attendance of students

90

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BBA	45	NIL	74%	19%	NIL	93%
B.Com.	56	NIL	23%	32%	22%	79%
BCA	67	16%	57%	17%	NIL	90%
MCA	25	NIL	96%	04%	NIL	100%
MBA	167	03%	86%	05%	NIL	94%
M.Com	21	10%	73%	12%	NIL	95%

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

The IQAC periodically conducts sessions to explore avenues to enhance teacher effectiveness through professional skill development training programmes. The College encourages research, publications, paper presentations and participation in international/national/regional workshops, conferences and symposia. Senior faculty and administrative heads discuss future plans of the institution and prepare a road map for quality assurance and enhancement. Faculty members are motivated to design contemporary, skill based and value-added courses.

- Periodical review of the teaching-learning process at the end of each semester
- Feedback from students on curriculum, teaching, learning and evaluation

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	NIL
UGC – Faculty Improvement Programme	NIL
HRD programmes	NIL
Orientation programmes	NIL
Faculty exchange programme	NIL
Staff training conducted by the university	NIL
Staff training conducted by other institutions	NIL
Summer / Winter schools, Workshops, etc.	NIL
Others	05

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	02	02	NIL
Technical Staff	03	01	01	NIL

Criterion – III

3. Research, Consultancy and Extension

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

Sambhram Institution helped students in special skill – documentation, data collection, tabulation and reporting.

Monthly events to improve skills in writing.

3.2 Details regarding major projects

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

3.3 Details regarding minor projects

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

3.4 Details on research publications

	International	National	Others
Peer Review Journals	04	02	
Non-Peer Review Journals		04	
e-Journals			
Conference proceedings	02	04	

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	NIL	NIL	NIL	NIL

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				
Sponsoring agencies	AICTE				

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	NIL
	Granted	NIL
International	Applied	NIL
	Granted	NIL
Commercialised	Applied	NIL
	Granted	NIL

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
04						04

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 Responsibility

- Blood Donation By Red Cross Society and Lions Club , Bengaluru

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	1 Acre	NIL	Own Funds	1 Acre
Class rooms	22	NIL	Own Funds	22
Laboratories	04	NIL	Own Funds	04
Seminar Halls	02	NIL	Own Funds	02
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	NIL	NIL	NIL	NIL
Value of the equipment purchased during the year (Rs. in Lakhs)	NIL	NIL	NIL	NIL
Others	NIL	NIL	NIL	NIL

4.2 Computerization of administration and library

LIBSOFT/ESIS

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	21829	8539066	412	137045	22241	8676111
Reference Books	1058	423200	54	21600	1112	444800
e-Books			01	15800		
Journals	27	80207			27	80207
e-Journals	01	15600			01	15600
Digital Database	01	100000			01	100000
CD & Video	76				76	
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	170	03	YES	NIL	NIL	02	03	NIL
Added	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
Total	170	03	YES	NIL	NIL	02	03	NIL

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

NIL

4.6 Amount spent on maintenance in lakhs :

i) ICT

1.262

ii) Campus Infrastructure and facilities

0.634

iii) Equipments

1.254

iv) Others

NIL

Total :

3.15

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

<p>IQAC Cell helps in improving and offering better student support and mentoring activities. The Cell gathers feedback from various stakeholders and tries to incorporate the best one's to improvise the system. The women empowerment cell, grievance cell, sexual harassment prevention cell activities are closely monitored and guided by the concerned staff.</p>
--

5.2 Efforts made by the institution for tracking the progression

We give much importance to 'mentoring' the students and counsel them on both academic and personal fronts. Each student is allotted a mentor who meets periodically on one to one basis twice a week every semester. These are off the classroom personal meetings with the students which enable the mentor to know the student personally and help them track their performance. Necessary guidance is given on matters relating to academics. Mentors offer academic counselling to students in terms of chalking out their academic plan for the semester, recommend them for remedial classes, if necessary. Besides, parents meetings are convened twice a semester to update about the performance of their wards.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
410	216	NIL	NA

(b) No. of students outside the state

215

(c) No. of international students

55

	No	%		No	%
Men	533	85%	Women	93	15%

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
504	37	07	26	02	576	482	26	09	111	NIL	628

Demand ratio 0.8:1

Dropout 1.5%

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

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET	NIL	SET/SLET	NIL	GATE	NIL	CAT	NIL
IAS/IPS etc	NIL	State PSC	NIL	UPSC	NIL	Others	NIL

5.6 Details of student counselling and career guidance

The **Student Counseling Centre** extends counseling assistance to students with psychological, academic and social concerns. These services are provided on appointments that seek to enable students to function effectively and improve their wellness quotient.

The **Career Guidance Cell (CGC)** provides comprehensive services in the area of training, options regarding higher studies, internships and full-time placements for both undergraduate students and post-graduate students.

No. of students benefitted

84

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
8	78	9	15

5.8 Details of gender sensitization programmes

International women's day celebrations were conducted on the theme "Women in Leadership Position".

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 level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	6	60,000
Financial support from government	8	1.50000
Financial support from other sources	Nil	Nil
Number of students who received International/ National recognitions	Nil	Nil

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: _____NIL_____

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision

The future is embodied in the present generation. Professional education combined with practical exposure to create values in the students who are the future of our nation.

Mission

Work oriented education combined with ethical values, character building in context of today`s millennium.

6.2 Does the Institution has a management Information System

E-Governance is incorporation through various processes such online admission , MIS [attendance, fee collection] accounting, payroll, library management system , Evaluation process, accounting , payroll and library management system

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

6.3.1 Curriculum Development

The IQAC of the College has been functioning in an organized way; it has contributed substantially in the process of formulating strategic plans of the institution initiated by the management. As it has been reiterated that formal quality policy is yet to be formulated in our institution, but quality issue is always taken care of by the management and IQAC through its involvement in the process of strategic planning by the management indirectly associate itself with assurance of maintaining quality aspect in the institution

6.3.2 Teaching and Learning

Infrastructures such as Internet access in computer lab and in library is provided to faculties. Co-Operative Credit Society for faculty welfare has been adopted by the college. Autonomy to faculties is given for effective decentralized governance and to design teaching plans individually, so that the faculty empowerment initiative is ensured.

Quality substance and enhancement measure are undertaken ensure constant up gradation of teaching and learning method to improvements in teaching quality and organizing FDP, training and workshop, guest lectures, faculty enrich program, institution and industrial visits to motivate the faculty members are awarded with “best teacher award” Departmental wise in every academic year.

6.3.3 Examination and Evaluation

Internal assessment examinations are being conducted transparently in the college. The regulations of the university with regard to Internal Assessment is strictly adhered to. The Governing Council of the college convenes results review meetings regularly. The wide range of extra-curricular and co-curricular activities is provided/conducted for students to get an exposure to number of Non-academic opportunities as well. Various committees are enthusiastically working in this regard. The Placement Cell takes the responsibility of maintaining the cordial relationships with various corporates and arranges recruitment drives for the students. And also ensures that the maximum of the students are placed and the end of the academic year. With respect to the Improvement in the teaching-learning process, the college collects the feedback and suggestions from the students and other concerned stakeholders, and initiates the valuable one

6.3.4 Research and Development

The college has a research committee. This committee encourages the faculties and students to take up research projects, participate in paper presentations etc

Award of incentives for quality research publications is instituted. It helps in increasing the quantum of publications by the faculty member

6.3.5 Library, ICT and physical infrastructure / instrumentation

The institution's infrastructure keeps pace with the changing needs and profile of the student population. Further to keep pace with the scientific and technological advancement, parallel expansion of infrastructure in the form of laboratories, library and other learning resources such as computer, e-resources and Wi-Fi facility were created. Faculty members are motivated to prepare and use computer aided teaching – learning material and library resources

6.3.6 Human Resource Management

The college management takes all efforts to create a family atmosphere in the campus in the name of **SAMBHAM FAMILY** here the mutual corporation and understanding is established by periodical informal and get together and meetings. Sambhram work culture is evident by the level of retention found in the institution.

6.3.7 Faculty and Staff recruitment

The institution is giving news paper advisement in various newspapers and recruiting well qualified and experience faculty members who are having Ph.d, NET/SLET and also reservation for SC/ST candidates, who are committed to their profession, subject expertise and concern about student welfare and feature are recruited and trained by institution.

6.3.8 Industry Interaction / Collaboration

Industries interface cell organize workshop, seminar and tech talk and latest technology issues. The college is tie up with Demont ford, UK for students higher studies, college has collaboration with various certified institution / organization to enhance students , with course like ICWA, CMA, ELTAI, Aviation, SAP, Tally, it also collaborated with IGNO study centre.

6.3.9 Admission of Students

The college has complete transparency in its admission process. Selection of students is done purely on merit basis and reservation policy as per the state Government is strictly adhered to. Students from rural background, socially and economically weaker sections of the society are given the most preference; the college also provides the free education for the students who are really in need of funds, and good in studies. The college as dedicated Admission Committee appointed by the college during the admission season. Fee structure of the college is in tune with the Vision and Mission of the college, which is highly economical for lower income group through Sambhram scholarship funds.

6.4 Welfare schemes for

Teaching	Research Incentive, financial assistance to attend the national and international conferences with OOD facilities, Best teacher award with monetary benefits
Non teaching	Medical insurance, financial assistances for emergencies, short term loans, with no interest, EPF and ESI facilities.
Students	Fees concession, scholarship, best student award for outstanding achievement in academic and co curricular and extension activities.

6.5 Total corpus fund generated

14,50,22,726 as on 31 March 2017

6.6 Whether annual financial audit has been done

Yes

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	Principal
Administrative				

6.8 Does the University/ Autonomous College declares 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?

Not Applicable

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

Not Applicable

6.11 Activities and support from the Alumni Association

- The college does have an Alumni Association. The college has a link for the alumni to provide their feedback. The feedback is considered and discussed before making qualitative and quantitative developments of the college are made
- The college has an alumni association. The alumni are called for meetings once a year. The former faculties of the college are called for functions in which they can take part and also interact with other faculties and students.

6.12 Activities and support from the Parent – Teacher Association

- Parents teacher meeting will be conducted in every academic year, where meaningful interaction on the progress of the students will be witnessed in the formal and informal meet.
- Parents teacher association facilitates in arranging resource person and industrial visits.
- A full – fledged campus management system is in place which serves as a platform for the parents to know details on attendance and academic performance. At annual parent teacher meeting, there is a session on evaluation process.

6.13 Development programmes for support staff

Programmes are organized at various levels to enhance the competency of non-teaching staff such as

1. Training on maintenance of office equipment
2. Training of examination office staff
3. Organizational effectiveness
4. Communication skill and professional attitude

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

- All the information will be shared among faculty members through email by using Google group. Most of the time the meeting will be conducted, face to face conversations are taken up to avoid usage of paper.
- Plantation of trees around the campus.
- Restriction on plastic usage.
- Awareness on avoiding burning of crackers on festivals
- Awareness on using natural clay Ganesha, harmness of using synthetic colour.
- Water harvesting system is in place.
- More trees of varied species are planted around the campus. These trees provide fresh air and add to the beauty of the campus.

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.

Training in soft skills increase self confidence builds leadership qualities and skills .

Training on new technologies in the modern days . Like MS office, PowerPoint
Prestation Etc

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

Introduce English lab

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

Corporate speakers address students every month with latest industry development

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

7.4 Contribution to environmental awareness / protection

- Water Harvesting
- E-Waste Management • Solar panel
- Earth day is celebrated by planting saplings in the campus and arranging guest lectures.
- Bins are kept in strategic places & cleaned periodically.

7.5 Whether environmental audit was conducted? No

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

STRENGTHS:

- A good infrastructure
- Education at An Affordable cost
- Nationally recognized for providing high quality education
- Qualified, experienced & dedicated faculty.
 - MOU with CII-IL (Confederation of Indian Industry) for training in logistics

WEAKNESS:

- Lack of land for outdoor sports activities
- Need for more linkages with Industry and National/International Research institutions.

OPPORTUNITIES:

- Strategic alliances and collaborations with foreign universities .
- Services of Alumni can be productively utilised

THREATS:

- Competitions and growth of education institutions
- Emergence of foreign players offering attractive packages.

8. Plans of institution for next year

- To have more collaboration with leading industries and provide consultancy
- To achieve high standards in Research and Development
- To Publish research papers in reputed journals

(Dr.H.A.Raghavendra)

(Dr. K C Mishra)

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Annexure I

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission
