



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		M.P.E.SOCIETY'S S.D.M COLLEGE OF ARTS, SCIENCE AND COMMERCE
Name of the head of the Institution		DR. VIJAYALAXMI M NAIK
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		08387220293
Mobile no.		9448526401
Registered Email		princesdmchnr@yahoo.co.in
Alternate Email		princesdmchnr@gmail.com
Address		PRABHAT NAGAR,
City/Town		HONAVAR
State/UT		Karnataka
Pincode		581334

<b>2. Institutional Status</b>					
Affiliated / Constituent		Affiliated			
Type of Institution		Co-education			
Location		Rural			
Financial Status		Self financed and grant-in-aid			
Name of the IQAC co-ordinator/Director		PREMANAND M HONAVAR			
Phone no/Alternate Phone no.		08387220293			
Mobile no.		9448153586			
Registered Email		premanand18honavar@gmail.com			
Alternate Email		princesdmchnr@yahoo.co.in			
<b>3. Website Address</b>					
Web-link of the AQAR: (Previous Academic Year)		<a href="https://sdmchonavar.org/aqar-2018-19/">https://sdmchonavar.org/aqar-2018-19/</a>			
<b>4. Whether Academic Calendar prepared during the year</b>		Yes			
if yes,whether it is uploaded in the institutional website: Weblink :		<a href="https://sdmchonavar.org/academic-calendar-2019-20-2/">https://sdmchonavar.org/academic-calendar-2019-20-2/</a>			
<b>5. Accrediation Details</b>					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	A	86.20	2004	16-Sep-2004	15-Sep-2009
2	A	3.03	2011	16-Sep-2011	15-Sep-2016
3	A	3.04	2017	28-Mar-2017	27-Mar-2022
<b>6. Date of Establishment of IQAC</b>			01-Jan-2005		
<b>7. Internal Quality Assurance System</b>					
Quality initiatives by IQAC during the year for promoting quality culture					

Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Pre Placement Training	10-Jan-2020 30	36
Faculty Development Programme	18-Jan-2020 1	68
Value Added/Enrichment Programme	02-Aug-2019 10	570
<a href="#">View File</a>		

**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Chemistry	VGSTCISE	Vision Group	2019 365	1000000
<a href="#">View File</a>				

**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View File](#)

**10. Number of IQAC meetings held during the year :**

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

**11. Whether IQAC received funding from any of the funding agency to support its activities during the year?**

No

**12. Significant contributions made by IQAC during the current year(maximum five bullets)**

1. ICT enabled classrooms 2. To participate in the national and International seminars/conferences. 3. To publish research papers in the UGC approved journals. 4. To increase the level of Undergraduates to University standards. 5. To excel in the field of sports, cultural and to develop academic excellence.

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**13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year**

Plan of Action	Achivements/Outcomes
Up gradation of Computers	6 upgraded computers were purchased, one computer installed in Library and 5 in computer science laboratory.
Organising National Level Workshop and Kavi Gosti	Under the banner of National level faculty development programme 3 days online workshop was conducted by department of commerce on the topic "Schema of Writing and publishing Research Paper" from 25th to 27th July 2020. In collaboration with Abhinava, Bangalore, department of Kannada organized one day "Kavi Gosti-Kavya Shravana" for students on 27/08/2019.
Special Lecture for Students	Special lectures were organized by Bio-Club by inviting eminent scholars, 1) Dr. V.D.Hegde, Scientist E, NERC, Shilong on "Biodiversity of insects" on 01/08/2019 2) Dr. Shivaram Shastry, Director fo Dr.M.P.Karki Institute of Excelence and Research on the topic "Human Gene Project". 3) Dr. Subrahmanya Hegde, Research Scintist II, Abbvie, Greater Boston Area, USA on the topic "Cancer Biology" on 21/12/2019 4) Smt. Pavitra, Bank Manager on the topic "Career in Private Sector Banking" on 03/01/2020. 5) Shri. Prasad Saunshi, Manager LIC and Shri. Satish Bhat, Development Office, LIC on the topic "Career in LIC" on 27/09/2019.
Pre-placement Training for Students	Under CSR programme of TCS, HR Trainer Mr.Nandakumar trained 36 final year students by covering 100 days of portion in 24 days.
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<b>14. Whether AQAR was placed before statutory body ?</b>	Yes
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Name of Statutory Body	Meeting Date
M.P.E. Society, Honavar	27-Oct-2020

<b>15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?</b>	No
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<b>16. Whether institutional data submitted to AISHE:</b>	Yes
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Year of Submission	2020
Date of Submission	14-Feb-2020
<b>17. Does the Institution have Management Information System ?</b>	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>The institution has introduced Management Information System in daily administration in office, in library, examination work and in day to day teaching and learning activities of the college. The list of the modules along with its usages is enlisted as below:</p> <p>1) AARGEES Admin: The college uses AARGEES Admin for effective administration such as admission, online money transfer and so on. 2) Attendance software eGenius: Is utilized to communicate with all stakeholders like teachers, students, parents etc. Parents can be in touch with the institution continuously and can monitor the performance attendance of their wards. 3) Tally ERP 9 Software: This accounting information system is used for accounting. 4) HRMS(Human Resource Management System): This is used to manage salary, calculation of arrears, IT deductions etc. 3) eLib: The department of library uses this software for the following: • Issue of books to students and staff. • For effective usage of tracking system in our library. • For barcoding. 4) The college has a website <a href="http://www.sdmchonavar.org">www.sdmchonavar.org</a> is managed by college website committee. The committee updates all the information regarding the college activities, progress in research, special achievements etc. • The college uses a general management information system where all the relevant data concerning staff and students of the college has been stored along with Biometric system of attendance of both the teaching and nonteaching staff. • Payment of salary to the staff members are done through the Human Resource Management, System (HRMS) of the Government of Karnataka. • Communication with the university regarding uploading of registration forms, attendance and internal evaluation marks are uploaded electronically directly in the</p>

university portal by the college office.

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The SDMC works on the philosophy of sa vidya ya vimukthaye with an objective of the curriculum development always focuses on the contemporary needs of the students in terms of traditional and cultural values at the same time with a specific view to effectively engage in the emerging new world of globalization. Programmes and Courses The programmes offered under various categories such as BA,BSc,B.COM ,B.B.A , M.Sc, M. COM and BCA focuses on employability, skill development, knowledge updation and carefully drawn PO,CO and PSO so that industry interface link with special emphasis to value inculcation focusing on the current and future needs of the nation. Students gain managerial and entrepreneurial skills necessary for self-employment through the courses offered under value added, certificate, skill based electives. Many programmes have included field visits, implant trainings, internships and project work for providing hands on exposure. Value Education covers the nature and importance of values, discipline inculcation and the significance of developing character, identity, professional and personal code of ethics. Gender Studies aims to develop students' sensitivity towards issues of gender in contemporary India. It also provides a holistic vision of the spectacular role of women in taking up responsibilities and positions in nation building. A course on soft skill development imparts knowledge on developing necessary skills required for employment. Effective meeting of the schedule is undertaken during the periodic review meetings of Heads of the departments. Tentative teaching schedules are prepared by the course teachers and informed to the students. Students are informed about the daily events through notice board and web site. Teaching plans are prepared and followed by individual faculty and effectively monitored by the respective Heads. The college follows day order, there are six day orders. Each lecture hour has 60 minutes and 7 hours per day and work load per week 42 hrs is observed as per the UGC norms. Principal and senior faculty members in the college prepare college academic calendar & IQAC analyze and recommend for the approval of the plan based on the availability of resources ensuring the optimum utilization of facilities. Other activities including the association meetings and extra-curricular activities are planned well ahead.

The effective feedback system of the college enables the institution to evaluate inputs on drawbacks, limitations, constraints and merits in teaching and learning. Grievance and Redressal mechanism functions effectively, helping the students in converting their problems into academic achievement. The parent teacher interactions also help the institution to check for the attainment of the outcome. Environmental Conservation is adopted through tree plantation initiatives, Swachh Bharath Campaign which instilled environmental consciousness in them. Career and Entrepreneurial Guidance, soft skills and competitive examinations was offered to students to hone their skills and extend the same to the community. Community Orientation through NSS, NCC, Ranger and Rovers, Red-Cross etc. helped the students to imbibe moral values and build a healthy community. The extension activities of the college give students an experiential learning and provide the society valuable returns.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of	Duration	Focus on employ	Skill
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		Introduction		ability/entrepreneurship	Development
Skill Development and Employability	--	29/09/2019	6	Employability	Yes

## 1.2 – Academic Flexibility

### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
No file uploaded.		

### 1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

### 1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	125	Nil

## 1.3 – Curriculum Enrichment

### 1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Discrete mathematical structure	02/08/2019	43
Hydroponics	29/07/2019	50
Ornamental Fish Culture	21/08/2019	50
Study of analytical Instrumentation	01/08/2019	86
Skill development and Employment	29/07/2019	125
International organization	30/08/2019	16
Report writing and letter writing	31/07/2019	61
Development and planning in Tourism	01/08/2019	14
Retail Marketing	01/08/2019	40
Vocal and Tabla	01/08/2020	10
<a href="#">View File</a>		

### 1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BBA	Finance	23

BSc	Manufacture of Daber Red	106
MSc	Performed by individuals	15
MCom	Performed by individuals	39
<a href="#">View File</a>		

#### 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?  
(maximum 500 words)

Feedback Obtained
<p>? The Management of the college and the IQAC coordinate and collect feedback periodically from students through the process of responding to a questionnaire designed by the institution in e-forms. ? They are given the liberty to submit their suggestions, grievances and problems anytime during the semester to the Mentors, HODs and Principal or by dropping the complaint in the box placed by the Grievance Redressal Committee. ? The feedback from the faculty is obtained through discussions at the department level, self appraisal and in the faculty meeting. ? In every area where improvements are required, discussions are held with respective committees/departments. ? Feedback from the alumni is solicited through consultation during alumni association meetings. ? Feedback from the parents is collected in the parents meeting. ? Suggestions and comments given by the guardians are also taken into account for overall development of the institution. ? The most valuable feedback collected from various stakeholders are thoroughly discussed and analyzed in the Management and faculty meeting conducted regularly for further implementation. ? Most of the stakeholders are satisfied with the existing facilities in the premises. Even then if there are any discrepancies, such as teaching learning aids and infrastructural facilities etc. is conveyed to the Management for further action. ? The enrichment programmes for the students in terms of communicative English, personality development programme, tutorials, coaching for various competitive tests are in force.</p>

### CRITERION II – TEACHING- LEARNING AND EVALUATION

#### 2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	I & II Semester	300	25	25
BA	III & IV Semester	300	28	28
BA	V & VI	300	29	29



	<b>Semester</b>			
<b>BSc</b>	<b>I &amp; II Semester</b>	<b>160</b>	<b>94</b>	<b>94</b>
<b>BSc</b>	<b>III &amp; IV Semester</b>	<b>160</b>	<b>100</b>	<b>100</b>
<b>BSc</b>	<b>V &amp; VI Semester</b>	<b>160</b>	<b>126</b>	<b>126</b>
<b>BCom</b>	<b>I &amp; II Semester</b>	<b>400</b>	<b>184</b>	<b>184</b>
<b>BCom</b>	<b>III &amp; IV Semester</b>	<b>400</b>	<b>204</b>	<b>204</b>
<b>BCom</b>	<b>V &amp; VI Semester</b>	<b>400</b>	<b>166</b>	<b>166</b>
<b>BBA</b>	<b>I &amp; II Semester</b>	<b>50</b>	<b>38</b>	<b>38</b>
<a href="#">View File</a>				

## 2.2 – Catering to Student Diversity

### 2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
<b>2019</b>	<b>1128</b>	<b>113</b>	<b>68</b>	<b>4</b>	<b>10</b>

## 2.3 – Teaching - Learning Process

### 2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
<b>68</b>	<b>68</b>	<b>10</b>	<b>5</b>	<b>1</b>	<b>6</b>

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

### 2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

? Mentoring for student community revealed a unique, interactive and target oriented system meant to address student concerns ranging from anxiety, stress, fear of change of environment, home sickness and other academic worries. ? This system is developed a process of creating a cordial relationship with teachers, parents and students aiming at comprehensive development of students. ? In this activity, mentor helps uplift the moral values of the mentee and bring them to higher level of experience of the life. ? Mentoring helped to shape an individual's beliefs and values in a positive way. There are many benefits of mentorship in student development such as communication, interpersonal relationship, technical, verbal, motor and leadership skills along with creative thinking and motivating students for extracurricular activities so that hidden talent is emerged. ? At the beginning of the academic session, the mentors conduct orientation programmes for the group of 20-25 mentees. ? They are acquainted with the institution, its goals, vision and mission, the facilities available in the premises and the rules and regulations of the affiliating University. ? The mentors maintain the biographic details of each individual mentee including their educational background and socioeconomic status. ? Mentor also maintains record of mentees class attendance, performance and academic progress. ? Students are trained and

guided for cultural competitions at Zonal and University level. ? The mentors use both formal and informal means of mentoring. ? The girl students are taken care by Women Counsellor. ? Members of Committee Against Sexual Harassment (CASH) invariably look into the gender equity issues and sensitize the students regarding the drug abuse, cyber crimes etc.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1241	68	1:18

## 2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
68	64	4	4	11

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	K. R. Shreelata	Lecturer	Hindustani Shastriya Gayana
<a href="#">View File</a>			

## 2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	01F	2020	14/08/2020	23/10/2020
BSc	03F	2020	14/08/2020	21/10/2020
BCom	14F	2020	14/08/2020	19/10/2020
BBA	13F	2020	14/08/2020	23/10/2020
<a href="#">View File</a>				

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

CIE system is adapted to measure student achievement through formative assessment and summative assessment. The goal of formative assessment is to monitor student learning, to provide ongoing feedback that can be used by teachers to improve their teaching and by students to improve their learning. Formative assessment of the student is done on the following parameters 1) Assignment 2) Presentation 3) Class interaction 4) Written and practical tests 5) Group discussion/viva-voce 6) Field visits 7) Industrial visits 8) Workshops/seminars 9) Projects 10) Organizing functions 11) Social activities 12) Curriculum based training 13) Overall attendance and behavior in the class room. The goal of summative assessment is to evaluate students at the end of the semester before attending the final examination. The special revision classes and remedial classes are conducted for the poor performance students. This helps the students to gain self confidence and achieve good result. ? Small projects are undertaken by the students under the proper guidance of

subject related teachers and the observations are recorded in the form of an article and published in the annual science magazine 'ATOM'. ? Workshops are organized to enhance the skill of the students. ? Students are trained by local professionals on computer hardware repair and project writing by inviting IT professionals. ? Seminars are conducted evaluated and best seminars are awarded with prize. ? Entrepreneurship development programmes are conducted for commerce students. ? Faculty development programme is organized in collaboration with Manipal Academy of Higher Education.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Academic calendar of the year 2019-20 is prepared according the University calendar and non academic activities of the college are scheduled. The faculty members are briefed about the academic activities of the college on the first meeting of the commencement of every academic year. HOD arranges meeting at the departmental level to distribute and assign the workload. Each teacher is provided with an academic dairy containing timetable, semester teaching plan, academic and administrative committee responsibilities etc. The academic dairy is monitored at the end of every week by HOD and monthly by the principal. It is observed that institute adheres to academic calendar for the conduct of CIE and all other activities during the semester. The college follows six days order and 7 working hours per day. As per the University guidelines two Internal Assessment tests and practical examinations are set by providing sufficient scope for the co-curricular and cultural activities. If any student fails to attend the scheduled tests due to genuine reasons like ill health, NCC camp, participation in co-curricular activities outside the campus, he/she is allowed to write the examinations on separate dates. Every Saturday afternoon various activities are carried out as per the scheduled time table by BBA department under ADMIN association by involving the students who have enrolled for BBA.

## 2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<https://sdmchonavar.org/programme-specific-outcome/>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
01F	BA	Arts	34	30	88.34
03F	BSc	Science	95	89	93.68
14F	BCom	Commerce	224	205	91.52
13F	BBA	Management	20	16	80
76D	MSc	General Chemistry	9	7	77.78
26D	MCom	Commerce	39	39	100

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## 2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<https://forms.gle/57M7cj688bzhFzGi8>

### CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Any Other (Specify)	365	VGST	30	10
<a href="#">View File</a>				

#### 3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Characterization of the novel compounds	Chemistry	02/03/2020

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
<a href="#">View File</a>				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
<a href="#">View File</a>					

#### 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
0	Nil

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Physics	4	1.7
International	Chemistry	2	0.31
International	Chemistry	1	0.11
International	Economics	1	5.87
<a href="#">View File</a>			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference

Proceedings per Teacher during the year

Department	Number of Publication
Kannada	1
Hindi	3
Zoology	1
IQAC	1
<a href="#">View File</a>	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
0	0	0	2020	0	0	Nil
<a href="#">View File</a>						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Estimation of ambient gamma radiation dose and drinking water radon concentration in Coastal taluks of Uttara Kannada district	Suresh S	Journal of Radioanalytical and Nuclear Chemistry	2019	2	3	UGC Care List A
<a href="#">View File</a>						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	2	11	Nil	1
<a href="#">View File</a>				

**3.4 – Extension Activities**

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities

Business plan preparation and business ethics	Synd RSETI, Kumta	1	48
Sangetostava	Sharavati Utsav, Honavar	2	14
Introduction to Music	Govt. Higher Primary School, Prabhat Nagar	2	14
Covid-19 Awareness	SDM Rotract	1	100
<a href="#">View File</a>			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
0	0	0	Nil
<a href="#">View File</a>			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Drug Awareness	NSS	International Drug Abuse	68	100
Swachhata Pakwad	NSS	Campus Cleaning	37	150
Blood Donation	NSS	Blood Donation	28	88
Orientation	NSS	Service Ethics	12	96
Sadhrad Bharat	NSS	Lecture	18	123
Plastic Tyajya Mukta Abhiyan	NSS	Cleanliness	32	78
Yoga Sangam	NSS	Yoga	4	4
Voters Awareness Jata	NSS	Awareness Talk	48	156
Covid-19 Awareness	NSS	Lecture	57	138
Sadbhavana Divas	Rover and Ranger Unit	Oath Taking	2	24
<a href="#">View File</a>				

### 3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
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HPLC Characterization of Novel compounds	6	Laboratories Daffodil Pvt.Ltd	7
<a href="#">View File</a>			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Project Work	Quality Control and Assurance of Centamol-250 suspension and sinarest AF syrup	Laboratories Daffodil Pvt.Ltd, Mangalore	01/07/2019	17/07/2019	1

[View File](#)

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Laboratories Daffodil Pvt.Ltd	02/03/2020	HPCL Characterization of Novel compounds	9
Dept. of Fisheries, Kasarkod	05/02/2020	Student Activity	55

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## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
12	1114406

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing

Class rooms	Existing
Campus Area	Existing
<a href="#">View File</a>	

#### 4.2 – Library as a Learning Resource

##### 4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
e-Lib	Partially	1.0	2018

##### 4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	2981	253385	8	1228	2989	254613
Reference Books	30372	2742001	402	82378	30774	2824379
Journals	41	139515	Nil	43669	41	183184
CD & Video	576	Nil	46	Nil	622	Nil
Others (specify)	Nil	Nil	Nil	Nil	Nil	Nil
<a href="#">View File</a>						

##### 4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

#### 4.3 – IT Infrastructure

##### 4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	85	3	85	1	0	13	11	256	23
Added	6	0	0	0	0	0	0	0	0
Total	91	3	85	1	0	13	11	256	23

##### 4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

256 MBPS/ GBPS
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##### 4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and
--	---



	recording facility
0	0

#### 4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
510000	504164	600000	530243

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The institute advance in providing adequate physical and updated academic facilities as per the needs of the students. Presently there are 15 Department 18 class rooms will have proper light and ventilation. The total built up area is 7991 sq. meter, and the location is embodied with natural environment. At the ground floor administrations block. Principals cabin, management office, common staff room for English, Kannada, Commerce, History, Mathematics, Political Science and Economics subjects, and there is Science blocks for Physics, Chemistry, Botany, Zoology and Geography subjects. At the first floor, IQAC room and departments such as Computer Science, M.Com, and M.Sc. are located. RO water filter facility and solar power panel were installed to meet the academic requirements. Surveillance is done for safety and security of the students by introducing 18 CCTV cameras in specific locations. The college Library has 3168 number of text books, 52 rare books, 30 journals, Net access zone, new arrival sections, 600 - 700 book circulations per month, photocopying facilities. Net connectivity is located at specific locations to cater the needs of the staff and students in customizing the updates. The girl students coming from interior places, in and neighboring taluka are accommodated in Ladies Hostel which has capacity of 120 students. The institutional distinctiveness of the college is UGRC(Under graduate research centre which inculcates scientific temperament among the students. The college has an English language laboratory where the students test their communication skills. Procedure and policies for maintenance: The institute has systematic mechanism for maintenance of all above facilities. Adequate staff is employed to maintain cleanliness of the classrooms, staff rooms, campus hygiene, etc. In each classroom dustbin is kept. Garbage van of Municipal Corporation of Honavar regularly collects the dry and wet wastes. Before the commencement of the semester scheduled preventive maintenance activities were carried out as per the required standards. The corrective maintenance is done for equipments and computer systems in the working procedure. If the maintenance is beyond the reach of in-house, then the work is outsourced to the third party. Office of our institute looks after regular maintenance of civil works. The institute purchases computers, laptops, printers and ICT devices by inviting quote from the distributors and comparing the quote orders will be placed to minimum quote value. The canteen committee of our college looks into the quality of food and give instructions to the owner. Library has an advisory committee shoulders various responsibilities like purchase of books, journals, periodicals, etc. The maintenance of computers is done regularly in terms of updating operating system incorporated with antivirus software, hardware and technical problems etc. The institution has indoor and outdoor sports facilities comprises badminton court, Gym and well established play ground with outdoor track(100 mtrs X 80 mtrs).Institution has provision of budget allocations for indoor-outdoor sports activities.

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Support for Academic and Sports Achievements	4	39055
Financial Support from Other Sources			
a) National	Scheme funded by State Government	598	2048500
b) International	0	Nil	0
<a href="#">View File</a>			

#### 5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Value added course on "Planning Development of Tourism"	29/01/2020	28	Dept of History Geography, S.D.M College, Honavar
Value added course on "Enhancing Interview Skill"	01/08/2019	25	Dept. of BBA, S.D.M College, Honavar
Value added course on "Retail Marketing"	20/01/2020	14	Dept. of Economics, S.D.M College, Honavar
Value added course on "Report and letter writing"	04/09/2019	61	Dept. of English S.D.M College, Honavar
Remedial classes for B.A students	08/01/2020	26	Dept. of Economics, S.D.M College, Honavar
Remedial class for slow learners	05/09/2019	40	Dept of Zoology, S.D.M College, Honavar
Remedial class for slow learners	06/01/2020	30	Dept of Chemistry, S.D.M College, Honavar
Bridge course for BSc (CBZ) students	17/06/2019	124	Dept. of Zoology, S.D.M College, Honavar
Bridge course for BSc (CBZ) students	18/06/2019	123	Dept. of Botany, S.D.M College, Honnavar Dept. of Zoology, S.D.M

			College, Honavar
Bridge course for B.Com students	01/07/2019	4	Dept of Commerce S.D.M College, Honavar
<a href="#">View File</a>			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	How to prepare for civil service exams (IAS) by IAS topper Rahul Sankanoor	250	Nil	Nil	Nil
2019	IBPS	59	Nil	10	2
2019	Career counseling programme Scheme for B.Com students	Nil	151	Nil	Nil
2020	TCS Company training for Final year B.Com, BBA Students	Nil	65	Nil	Nil
<a href="#">View File</a>					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
3	2	15

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Diya, HP and ICICI	410	45	Nil	Nil	Nil
<a href="#">View File</a>					

### 5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	8	B.Sc.	CBZ	Karnataka University, Dharwad	M.Sc. Botany
<a href="#">View File</a>					

### 5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
SET	5
NET	1
Any Other	2
<a href="#">View File</a>	

### 5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Youth Festival- Champions	Regional Level	40
<a href="#">View File</a>		

## 5.3 – Student Participation and Activities

### 5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Fide World Junior Chess Championship	International	1	Nil	18K29942	C.M Samarth Jagadish Rao
2019	National Excellence	National	Nil	1	17S16130	Gourish Gunavanthe
<a href="#">View File</a>						

### 5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Every year institute elects students council democratically by class wise election class representatives followed by electing arts circle, sports and union gymkhana council. The institute ensure their participation in various committees including IQAC. Magazine committee shoulders the responsibility in bringing out college magazine. The councilor of arts circle will look into cultural activities of each semester and the sports councilor will look into both Indoor and Outdoor sports and he will frame sports participation at state and national sports level. Hostel committee will take care of various requisites of hostel and management of hygiene issues. The participation of students in IQAC will learn leadership skills, self discipline, and decision

making ability. The union and gymkhana meeting headed by the principal of our college prepare year wise calendar of activity along with improvement mechanism in placement, anti ragging grievance committee. By the students participation an ecosystem is developed and students will get exposure of social and corporate atmosphere.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

It is our pride that alumni of SDMC HNR have a strong placement record which explains that our former students occupy various key positions and have a strong eminent history in the different walks of their life. Our institution has a registered Alumni association with REG NO. DRUK/SOR/215/201819 to strengthen the camaraderie and network among the alumni, faculty and the management. It conducts formal Alumni association meetings frequently in order to discuss ongoing events of the alma matter. The alumni annual meet was scheduled in the month of April 2020 and was postponed due to COVID-19 pandemic . The institution gives high regard to the suggestions of alumni and utilizes their services for the development of the institution in all the possible ways. The institution has included our alumni as a significant part of many of the notable academic and administrative bodies such as Internal Quality Assurance Cell, Department Advisory Committee, etc. The institution gives high priority to make the Alumni association very active as engaged alumni are the Brand Ambassadors and loyal supporters to keep abreast of the institution. Our Alumni play a significant role in Providing the Career guidance, training services, motivational talk, projects, consultancy facilitating internships, industrial visit, campus interviews for students. Our institution takes up the support in many ways such as collecting suggestions, feedback on existing curriculum, updates on emerging trends, etc. through various networking platforms like LinkedIn, Face book, Twitter, WhatsApp, etc. Alumni Sponsored Merit Scholarships: Alumni Donations and Contributions. The Alumni Association (more than 40,000 members) creates and maintains a life-long connection with the Institution. The Alumni Association works to support the students and build an unforgettable institute experience through a diversity of events, programmes and services.

5.4.2 – No. of enrolled Alumni:

1027

5.4.3 – Alumni contribution during the year (in Rupees) :

100000

5.4.4 – Meetings/activities organized by Alumni Association :

Meeting held on 13/07/2019 proceedings • Steps are taken to increase the membership. • Decided to keep Rs. 5000/- with office bearers in order to carry out routine activities. • Resolved to develop a separate website for the association. Meeting held on 07/09/2019 proceedings • Resolved to open a separate bank account in the SBI, another in Urban Co-operative bank, Honavar. • Decided to construct a new food court in the campus by collecting donation. Meeting held on 23/11/2019 proceedings • Decided to establish alumni chapters at national and international level. • Decided to observe alumni meet once in year preferably in the month of April.

#### CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Decentralised and participative management is practiced in the institution for its governance. The activities relating to academic, administrative budgets are prepared, planned and approved by the governing body / Board of Management based upon the government policies, current needs, feed backs and the bottom up approach is followed while framing the policies and evolving strategies. The decisions are taken in a decentralised and participatory manner by the statutory and non statutory bodies constituted by the Principal and the several activities that are planned and executed in a decentralised and participatory manner, some of the major activities are listed out. Registration of candidates for the exams Collection of examination fees Appointment of the exam chief superintendent Preparation of list of invigilators Preparing the examination venues Issue of hall tickets to candidates Collecting question papers from the controller of examinations Documenting attendance of candidates and invigilators Collection of answer sheets Handing over the answer sheets to the controller of examinations A tentative timetable indicating the day, dates, time and subject is circulated before the commencement of exams to the Principal and circulated in the staff file and notice board for students. Internal Quality Assurance cell (IQAC) formulates perspective plan taking into consideration inputs from all the stake holders. This plan is presented and deliberated in the staff meeting under the chairmanship of Principal to get consensus. This plan is forwarded to the governing body for approval. Fair representation of women faculty is also ensured at all levels of organization and congenial environment is fostered.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

## 6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	The Principal of the College along with the admission committee carry out the admission process. Financial help is offered by the Management through the flexibility in payment of fees in easy installments for the needy students. Economically poor students are provided with free admission by the college authority. The students are guided to opt for right choice of subject combination at the time of admission. Teaching faculty support poor and needy students financially.
Industry Interaction / Collaboration	Interaction with industry for providing industrial exposure to students and faculty is of prime importance at SDM COLLEGE HONAVAR. This has helped to improve interaction with industry with the involvement of every faculty. Value added courses for the student in association with industry is another major aspect where institute is focusing. At the end of semester,

standard formats are made available to the department to compile all the activities conducted in association with industry and summary sheet of the same is also prepared and communicated to all the departments for analysis and future plans.

**Human Resource Management**

All human resources available within the College is deployed and engaged according to one's aptitude and abilities. The Head of the institution ensures that adequate information (from feedback and personal contacts etc. is available for the management in the following ways: ? By holding periodical meetings to review the overall capability building of the institution. ? Personal interactions with students at both formal and informal level. ? Personal interaction of the Principal with the teaching and nonteaching faculty. ? Interaction with the parents/guardians. ? Information available in student feedback forms. ? Reports of parents meetings organized by the college.

**Library, ICT and Physical Infrastructure / Instrumentation**

The Library is housed in the campus of the College with almost 100 seating capacity. The Library has a wide collection of books, journals, photocopying facility, news papers, rare books, e-resources, question bank etc. A specialized service like ? Book-Bank Scheme ? Barcode System for Book Issuing ? 50 MBPS Broadband Internet Facility ? INFLIBNET facilities ? Reading Hall. The Library Committee look after the issues related to improvement in the infrastructure, accessibility and inclusion of OPEC. ICT: Teaching and learning process involves usage of LCD projectors for the curriculum delivery in Audio Visual Hall. Procurement of more LCD projector and laptops for the same purpose in the future endeavor. Physical Infrastructure: Initiatives are taken to renovate and expand of boys wash room. The conventional blackboards were replaced with green boards.

**Research and Development**

Institution is having Research and Development Cell with the following objectives ? To create awareness for Research and Development among the faculty and students. ? To create interest and motivate faculty to take up research projects in cutting edge



technology. ? To inculcate research attitude in students. ? Motivate and facilitate students and faculty to solve social challenges through technological innovations. ? To enhance the teaching quality of the faculty and encouraged to participate in the national /international conferences to present papers, poster presentations.

Examination and Evaluation

The College follows the semester system as per the directives of the Karnatak University. The College also complemented continuous assessment of student's performance through internal test, assignments, project works, attendance, seminars, semester end exam, etc. with the traditional written examination. The external evaluation process is done in accordance with the performance of the students during the end term exam. Educational excursion, field work and industrial visits are also the parts of the evaluation system. Enhancement of learning skills of the students through participation in different seminars and workshops. Regular feedback is obtained from students for improving teaching learning method.

Teaching and Learning

Innovation and creativity proven strategy and plays an pivotal role in imparting various skills among the students. Use of ICT enabled devices, e-learning resources, online courses, and online video lectures are promoted by the college in order to make teaching-learning process more effective and student-centric. Attendance is compulsorily taken for every lecture. Laboratory hours are fixed. The examination sheets are corrected within the stipulated time and the marks are entered in work register, which acts as a ready reckoner for the academic progress of the students. Counseling is given to slow learners. ? Academic calendar ? Use of ICT for Teaching and Learning ? Term and Year Planning ? Monthly Reports ? Daily Teaching Notes ? Participative , Experimental learning ? Internal Tests ? Assignments ? Tutorials ? Seminars ? Remedial Teaching enabled the smooth functioning of teaching -learning process.

Curriculum Development

Curriculum Development For the smooth flow of the syllabus, teachers are made to submit their lesson plan for every



semester. The IQAC ensures quality in curriculum development through participation of faculty in curriculum development seminars/workshops ? Faculty worked as BOS/syllabus framing committee members ? Short Term Courses ? Carrier Oriented Courses ? Competitive Examination Guidance ? Online Feedback from all the stakeholders strengthens the curriculum to a great extent.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
<p>Planning and Development</p>	<p>ERP software is used for accounting. Library uses e-lib software for organizing its books' inventory, purchase of new books, etc. Use of Google sheets/excel sheets is done for data transaction of academic and administrative nature. a. Maintaining marks obtained in assignments, midsem and endsem examinations.b. Record of makeup classes and extra classes. c. Department information needed for regulating bodies etc.d Requisition of library books (Academic Plan, Feedbacks for developments, Google sheets Library requirements)etc.</p>
<p>Administration</p>	<p>Admin software is used for administrative purpose. Student's data are stored in the Admin software. HRMS government is used to prepare monthly salary, other arrears and basic data of permanent employees are maintained.</p>
<p>Finance and Accounts</p>	<p>Finance and accounts section uses Tally and excel for carrying out various accounting activities. Some of the accounting activities carried out using Tally software are: a. Cash Book/Bank Book maintenance b. Maintenance of ledger c. Fees register d. Bank reconciliation statements (BRS) Following tasks are achieved using Microsoft excel: a. Preparation of salary bills b. Preparation and maintenance of student's fees record.</p>
<p>Student Admission and Support</p>	<p>As per the rules and regulations of the Karnatak University, detailed schedule of admission process and other related informations are displayed in the college notice board and through local print media and visual media. Moreover the same will be uploaded in the college website for wide publicity and transparency. Approval of the</p>

	admission, remittance of the fees, result declaration, circular is timely shared through college website.
Examination	ICT services are enabled in filling examination forms, downloading online question papers, online entry of internal theory and practical marks.

### 6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Dr. D. L. Hebbar	One Day National Seminar on India, A Five Trillion Dollar Economy: Feasibility, Strategy and Challenges	DVS College, Shivmoga	500
2019	Dr. D. L. Hebbar	National Conference on Challenges on Higher Education Teacher Initiatives Quality-Curriculum-Ethics	KRMS, Mangalore	300
2019	Dr. D. L. Hebbar	One day national seminar on Institutional best Practices- Add value to the stake holders	KLEs Arts and Commerce College, Gadag	300
2019	Dr. D. L. Hebbar	Revised syllabus of BA in Economics - I	KLEs Shri Mrityunjaya College of Arts, Commerce and Center for PG Studies in Commerce, Dharward	400
2019	Dr. Vijayalaxmi M Naik	Five Day National Level Training Programme on Plant Taxnomy and Bio-	Center for Innovation in Science and Social Action (CISSA), Thiruvantapuram	1150

diversity

[View File](#)

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2020	One day workshop under Faculty development programme	Nil	18/01/2020	18/01/2020	65	Nil
2020	State level seminar on History and Archaeological of Uttarakannada District	Nil	22/01/2020	23/01/2020	250	Nil

[View File](#)

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Summer School in social Science and humanities	1	13/02/2020	26/02/2020	13
Law and Human Rights	1	31/12/2019	06/01/2020	7
Contemporary relevance of Human Rights	1	10/12/2020	23/12/2020	13
Human Rights	1	04/12/2020	17/12/2020	13
Environmental Education and Disaster Management	1	04/11/2020	16/11/2020	13
Indian Music and fine arts	2	31/10/2019	14/11/2019	15
Physical Education	1	04/10/2019	17/10/2019	13

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nil	4	Nil	Nil

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
1. Provident Fund for the teacher appointed by the Management of the College 2. Salary during vacation 3. Financial assistance to participate in National/International Seminars/Conferences/Workshops	1. Provident Fund 2. Financial assistance to On Official Duty (OOD)	1. Nutritious food provision for sports students. 2. Scholarships 3. Book bank facility in the library 4. Stationeries at discount rate in student co-operative society.

**6.4 – Financial Management and Resource Mobilization**

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Yes, Our Institution conducts internal financial Audit regularly. Grants by UGC and State Government, Fee sources like – Sports fee, Cultural Activities fee, Application fee, Identity Card fee, Scholarships by the Government, Nongovernment organizations and philanthropists Funds etc. are taken into account for auditing. Important heads of expenditures of our college are as follows. Purchase of Books, Journals, Periodicals, News Papers, Magazines etc, Economy, Efficiency and Accountability are the motto of our institutions. The institution shows moral and legal responsibility in this regard • Auditing Process is done every year. • Financial and Academic audits are done. • Accounts are maintained throughout the financial year. • The college has maintained transparency in auditing. • The Auditor is appointed by the Management. • The current financial year considered for the appraisal in the present report is 01/04/2019 to 31/03/2020 • The regular Academic audit process by the university affiliating committee has not been done yet for 2019-20.

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

Name of the non government funding agencies /individuals	Funds/ Grants received in Rs.	Purpose
NA	0	NA

[View File](#)

6.4.3 – Total corpus fund generated

132360

**6.5 – Internal Quality Assurance System**

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	LIC from Karnatak	Yes	Principal and Management

		University, Dharwad		
Administrative	No	Nil	Yes	Vinayak Shridhar Hegde, Ankh and Associates, Kumta

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

- Although the college does not have a formal (registered) parent-teacher association, the interaction of teachers with parents is done during parent-teacher meetings. Their valuable suggestions considered for the improvement.
- Parent-Teacher meetings are conducted twice a year, one immediately after admission of the students and another at the middle of the academic year. The students' attendance and academic progress are discussed in the second meeting.
- This Parent-Teacher meet is to discuss students' grievances, their attendance and overall academic performance.
- The indecent behavior of the students will be brought to the notice of the discipline committee of the college and proper action will be taken after having discussion in the committee.
- Parents are always invited for Appreciation Ceremony of Meritorious students.
- Class teacher also interacts with parents.

6.5.3 – Development programmes for support staff (at least three)

- As per the government norms the PF facility is extended.
- Continuous moral support and guidance by the management.
- Faculty Development Programs, Workshop, Seminars are organized by the college for enhancement of their qualities.
- Promoting the use of technology.
- Quest for excellence.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

- Has undergone NIRF ranking process.
- Adopting electronic platforms for the academic functioning of the college.
- IQAC has promoted the use of ICT in teaching and learning process.
- Students Satisfaction Survey (SSS) was conducted on overall institutional performance and was analyzed for initiating further improvements.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Voting Awareness	25/01/2019	25/01/2019	25/01/2019	130
2019	National Seminar	15/02/2019	15/02/2019	16/02/2019	58
2019	One day workshop on Civil Service (IAS) for final year	04/07/2019	04/07/2019	04/07/2019	374

	degree students				
2020	One day workshop on "Faculty Development Program" by MAHE	18/01/2020	18/01/2020	18/01/2020	64
2020	State level seminar on "History and Archaeology of Uttar Kannada district"	22/01/2020	22/01/2020	23/01/2020	250
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## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
World Nutrition Day	25/07/2019	25/07/2019	195	110
Health Awareness Programme for girls	25/08/2019	28/08/2019	540	Nil
Awareness programme on Safety Measures	25/01/2020	25/01/2020	180	Nil
Competition on the occasion of Women's Day Celebration	07/03/2020	07/03/2020	18	Nil

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
<ul style="list-style-type: none"> <li>• The college has adopted Solar panel (Capacity 08 KW) which provides power supply to the administrative block, 4 Class rooms and A. V. Hall.</li> <li>• We have adopted 05 LED tubes, 28 LED Bulbs, 05 CFL Bulbs in the campus.</li> <li>• Green graduation project was undertaken to maintain carbon neutrality in the campus.</li> <li>• Use of plastic is banned in the campus.</li> </ul>

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	1
Provision for lift	No	Nil

Ramp/Rails	Yes	1
Rest Rooms	Yes	1
Scribes for examination	Yes	1
Special skill development for differently abled students	No	Nil

#### 7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	Nil	1	21/06/2019	1	Yoga Day	Significance of yoga	105
2019	Nil	2	15/09/2020	1	Vanamahotsava	Students are encouraged to plant trees and support for green environment.	105
2020	Nil	1	25/02/2020	1	Annual Sports for teachers and students	Health Values	65
2019	Nil	1	29/09/2019	1	Entrepreneurship Awareness	Students were educated about the different areas of skills where they can establish themselves as Entrepreneur and create the job for others.	125

2020	Nil	1	12/01/2020	1	Awareness on antidrug society	Educated about the harmfulness of drugs.	168
2019	Nil	1	18/09/2019	1	Blood Donation Camp	Confer about donating the blood and its importance	116
2019	Nil	1	27/09/2019	1	Road Safety	Awareness Programme on traffic rules, road signs etc.	300
2019	Nil	1	10/10/2019	1	Swachh hata pakh wada-environmental awareness programme	Developed sensitivity towards pollution free environment and cleanliness.	187
2020	Nil	1	10/03/2020	1	COVID-19 awareness	Awareness Programme on COVID-19.	400
2020	Nil	3	25/01/2020	1	Voters Awareness	Created awareness for voting	204
<a href="#">View File</a>							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Code of conduct for students	06/05/2019	The Principal and faculty oversee the implementation of the prescribed Code of Conduct and values of the students. With the cooperation of the student union, it is ensured that the students follow the rules and regulation specified in



		the college prospectus. The students are advised to be respectful, compassionate, participative, disciplined, environment conscious and socially oriented.
Code of conduct for the principal	04/01/2020	The president and the Board of Management monitor and ensure through feedbacks and performance appraisals. The Principal upholds the prescribed code of conduct and values which states that the principal should be a dynamic, committed, impartial, cordial and ethical leader. He/she convenes meetings of statutory and non - statutory bodies, monitors curricular and extracurricular activities, supervises the maintenance of the campus infrastructure, ensures rapport between the management and faculty.
Prospectus	06/05/2019	Deals with the guidelines, policies, rules and regulations of the College.
Master plan for conduct of college election	15/07/2019	The guidelines are framed and displayed a few days before the college election. The main aim of election is to elect student council which helps in administration and protect the interest of student fraternity.
College Diary	25/05/2019	As and when any serious breach of the code of conduct occurs, the principal deals with the issue keeping in mind personal dignity and confidentiality. When there is violation of rule and regulations of the college by any student, the parent/s may

		be asked to meet with the Principal, mentor or the counsellor.
The college magazine SHARAVATHI	08/07/2020	Published annually and distributed to students. It includes many ethical stories, short biographies, articles by the teachers and students. It also includes photo gallery of achievers in the field of sports, cultural and academics. The aim of the magazine is to inculcate writing skill and ethical values among the students.
Feedback from Parents	17/12/2019	It is noted that the significant number of students are first generation learners, parents/guardians often come to the college for various queries. To address the situation, institution organizes parent-teacher meetings twice in a year. Interaction with teachers satisfies the parents/guardians as they can gauge the progress of their wards. On the other hand the teachers are also benefitted from such interactions as they can gauge their strength and weakness. Teachers remold the topics of study, arrange for tutorial class, remedial classes accordingly.
Code of conduct for teachers	17/12/2019	The president and the Principal monitor and ensure through feedbacks and performance appraisals. The teachers uphold the prescribed code of conduct and values which states that they should be pleasant, refined, industrious, devoted, cooperative, impartial, affectionate and non - judgmental. The teacher's classroom

		performance and mastery over the subject, knowledge of current affairs and updating of qualitative embellishments is also closely monitored, if needed, are convinced for the change.
Code of conduct for staff	17/12/2019	The president and the Principal monitor and ensure through faculty, peer and student feedback, and through the report of visitors, so that the staff uphold the prescribed Code of Conduct and values. They are abide by the rules and regulations, discipline, punctuality, sincerity and confidentiality of the higher authorities. In order to avoid disturbance in the daily schedule, they are informed to make alternate arrangement if they avail leave. They are instructed to treat the stake holders politely, and follow safety rules and procedures whenever required.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Sadbhavana Day	20/08/2019	20/08/2019	24
Celebration of Independence Day	15/08/2019	15/08/2019	525
Teachers Day	05/09/2019	05/09/2019	813
Awareness programme on Human Rights	26/11/2019	26/11/2019	275
Ramakrishna Mission Ashram	13/01/2020	13/01/2020	350
Voters Day	25/01/2020	25/01/2020	130
Gender Equity programme	25/02/2020	25/02/2020	163
Computer Hardware Training	17/06/2019	15/07/2020	88

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Green Graduation 2. Solid waste management 3. Solar Energy Conservation 4. Usage of LED Bulbs 5. Plastic free zone 6. E-waste management

**7.2 – Best Practices**

7.2.1 – Describe at least two institutional best practices

Best Practice I Title: Skill development Objectives of the practice: • To foster in developing effective communication skills and presentation capabilities in academic settings • To increase the efficiency in the interview presentation, application oriented computer literacy, GD, pre-placement trainings etc. • To update the faculty with new evolving technologies such as Microsoft team, Google meet, you tube, so that they are prepared to train the students online. • Students are motivated to participate in workshops of different platforms. • Students are motivated in hands on experimental skills, internships, in plant trainings so that community is imbibing effective learning process. The context: In order to furnish this domain, Digital labs for communication, undergraduate research centre are established and available for the students at par to publish research works in the institutional science magazine "ATOM", and in the learning of soft skills. College conducts various value added courses, enrichment courses, which provide an environment to develop skill sets for students. EDC conducts awareness program in the development of entrepreneur at the student level. Personality development seminar, association activities of the college inculcates leadership skills, interaction and interpersonal skills. Placement cell activities ushered in molding attitudes in order to cope up the corporate world demands. Extension activities, moral, ethical values, workshops, seminars helped to develop intellectual of the students with recent trends and lifelong learning attitudes. Practice: College has dedicated NSS, NCC, Rangers and Rovers, Women's counseling cell, placement cell, etc. will help in the holistic growth of the students and their meaningful engagement with the wider community. Mentor-Mentee system is provided to improve their working skills especially slow learners. The academic meet, projects, internships, implant trainings, students elevated their competency level to university standard. ICT enabled pedagogy in addition to chalk and talk method facilitating in the advancement of the students skills and confidence level. The experimental and participative learning are given prominence in the student centric methods which simplifies their understanding of the theory. The entire 68 faculty is practicing ICT based platforms for curriculum delivery whereby skill in power point presentation, live classes, PPT making ability is witnessed. Feedback analysis through IQAC sorted out strength and weakness of teachers for self introspection and self improvisation, so as to bring them in the satisfactory scale so that better communication skills are right in place with recent times. Educational field trips, community based activities, situatedness activities, training by prospective recruiter need based industrial visits are the part and parcel of the curriculum delivery provides flexibility in the learning process. Extension activities complement students' academic learning experience and inculcated leadership qualities, health and hygiene consciousness, national integration focus, social service attitude etc. Evidence of success: • We have witnessed huge improvement in the personal skills of the students so that campus recruitment rate is increased. • We have seen that technical skills is improved in the field of research, hands on experiments enabled them to get an award from POCE, CV Raman scholarships.etc. • We have observed much difference in their communication skills, their attitude in facing interviews, debate, extempore, quiz, and so on. • Many students are continuously achieving university ranks (10 ranks in the year). • Many employers have given excellent

testimony for our placement support for making the students industry ready. • Many of our students stood different from group by developing, distinguishable qualities such as Out of Box thinking, effective team player, High IQ level, ability, confidence in facing competitive examinations for jobs and higher studies. Problem encountered and resources required: • Competent faculty is needed to train the students and assist in pre-placement trainings. • Students lack commitment and hence close mentoring for technical skills in required. • Students from rural background may have good technical skills and to gain more required skills, special classes are to be taken and learning becomes hectic. • Faculty development programme are to be conducted to teach technical skills and emerging technologies which is quite impossible at every educational organizations. • Those institutions lack abundance of financial resources especially in the rural locations where advent of technology is not fully grown suffer a lot in imparting technical skills. Best practice II Title: Mentoring system Objective of the practice: • To motivate the student to excel in curricular and co-curricular activities thereby helping the students to acquire employable skills. • To focus in developing personality and to succeed in the career. • In order to provide feedback to teachers on curricular issues, college infrastructure and administrative matters. • To enhance professional character among the student community. • To imbibe values such as personal, social, behavioural, democratic, and scientific through mentoring system. • To induce agility and adaptability in order to become good citizens in today's society. • To ensure regularity and punctuality of students. The context: In the present scenario of Indian society, a huge population of SC/ST/OBC/minority well being and development is the need of the hour. In order to get employment in public/private and other organizations, the career guidance and mentoring is a boon in the ecosystem of learning. Mentorship is both a personal and professional relationship improve the level of comprehension in subjects, academic skills through quantitative, technical and laboratory work is involved. Mentor-mentee system raised in the level of information conveyed, access stereotyping and tracking of advices. Mentor system continued for a period of 3 or 5 years in the campus which has developed a concept of knowing goal, dream, standards, convictions, so that a narrow focus is maintained for bringing better results. The concentration in study depends on our input to control output and the philosophy of life, Garbage In -Garbage out (GIGO) is tested in the context. The practice: In our college, every faculty is assigned as a mentor who is associated with 20-25 mentees. Once the internal test is conducted, the performance is reviewed, counseling is done in a separate hours of the working day whereby suggestions are given for improvement. He/she must meet the mentor so that problems encountered in the campus, utilization of library books, improvements in the infrastructure, feedbacks are taken which will be resolved through redressal mechanism. Identifying strength and weakness of the mentees is shared with parents. If possible training, remedial classes were given with their consent. Mentor can act as responsible role model and an advisory role so that mentee becomes efficient, self reliant. We are able to maintain the matrix of 1:18 ratio in the process of mentoring. Mentoring is multidimensional and is combination of professional expertise, personal style, approach to facilitate learning, mentoring system by a faculty members, training by trainers, and placement through campus interviews enables every student to become proactive in defining his career excellence. Evidence of success: As a success of our mentorship, the students are continuously achieving university ranks and in this year 10 ranks were obtained in different disciplines which have created indelible mark in the affiliated colleges of the university. Students' from low income community whose parents did not go to college and are unable to guide and coach them to navigate the journey through college into a professional career. This attempt is proven approach. This system forces us to think critically and determine what has and has not to be allowed being successful in the journey. This system has a repo so that

retention of students in some programme increase in strength is observed in the recent years. The students from various discipline get adjust quicker in the environment and not so feel alone in the campus life Problems encountered and resource required: Even though lot of support and assistance is given to the students, some of the students are not able to pursue their degree within a stipulated time and dropped out. To meet this type of problems professional counselling is to be given to the dropouts. Despite of the fact because of continues efforts taken by the college, students are recruited to various companies, firms with considerable salary package. Best Practice III TITLE: GREEN GRADUATION Objectives: ? To empower the knowledge of cultivation of fruit yielding, rare and endangered, economically and medicinally important plants. ? To implement "one plant one student scheme". ? To get the knowledge of plant' pest and diseases, flowering season and interaction of flora and fauna. Context: A new project for degree students titled "Green Graduation" was proposed by the department of Botany and approved by the management. One alumnus of the college sponsored the project by donated Rs. 1,00,000/-. Practice: The said project comprises 700 sq. mtrs. Area with 30 to 35 pits. The pits are filled red suitable soil with biofertilizers. Selected endangered, medicinal and economically important plants are procured from the Forest Dept. and nursery. Under this project B.Sc. (CBZ) 1st semester students will be assigned "one plant one student scheme". They have to take care of the same till the end of their graduation. At the end of their graduation, they will be given a Green Graduation certificate.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://sdmchonavar.org/best-practices-2019-20/>

### 7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Educational empowerment o Is driven in the campus by offering quality education through various programmes and courses by the dedicated qualified teachers. Skill empowerment o Imparting skills is prioritized by enrichment programmes, communicative course, spoken English classes, language laboratory, mock interviews, placement training, workshops, inter personal skills by union and allied associations, research skills are fostered by the mini projects at UGRC, creativity skills by in and off the campus competitions. Holistic Women Empowerment o Our coeducation college right from the day of its establishment is functioning with empowerment of women in a full pledge manner. Uniqueness of the campus o It is the only campus in the taluk which provides education from K.G. classes to P.G. programme. o Under Graduate Research Centre (UGRC) is under Dr. M.P. Karki Institute of Excellence and Research holds research laboratories to carry out basic research activities. o Dr. M.P. Karki Institute of Excellence and Research conducts training for various competitive examinations.

Provide the weblink of the institution

<https://sdmchonavar.org/institutional-distinctiveness-2019-20/>

### 8.Future Plans of Actions for Next Academic Year

? To strive towards Academic excellence o The College intends to make a more meaningful contribution to the society by increasing the number of extension activities, outreach programmes, student exchange and teacher exchange programmes. o The Management funded research projects are to be executed. o Strengthen and foster MoUs, linkages and collaborations. o Start integrated UG and PG programs based on industrial, societal, global needs and feedback

suggestions. o Organize more community service activities to contribute to the wellness of the society. o To promote entrepreneurship and innovation through skill development courses as per the new education policy. ? Sustainable utilisation of natural resources o Solar energy conservation to the entire campus. o Rain water harvesting to enrich ground water level. o Increase in greenery of the campus by afforestation. o Maintenance of eco-friendly campus. ? Digital Resources o Purchase of software for office automation. o Accessibility of e-journals and memberships. ? Infrastructural Development o Separate building for PG programmes. o New food court by alumni association