SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

NEW HORIZON COLLEGE, MARATHALLI

NEW HORIZON COLLEGE, MARATHALLI OUTER RING ROAD, BELLANDUR
POST, BANGALORE - 560103
560103
www.newhorizoncollege.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

February 2019

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

New Horizon College, affiliated to Bangalore University, Karnataka, was founded in the year 1998 by Dr Mohan Manghnani, Chairman, New Horizon Educational and Cultural Trust (NHECT).The Trust has been honoured with the prestigious Karnataka State Award for serving in the field of Social Service-Education for the year 2012. It is one of the leading educational institutions of the state endeavouring to provide excellent education and overall grooming of students to become leaders. The institution is a recipient of "The Most Promising Education Institution in Karnataka" – 2016 awarded by the Higher Education Magazine for Undergraduate (UG) courses - Management, Commerce and Computer Applications.

The infrastructure acts as a facilitator for the effective delivery of the curriculum. Thorough training and instruction on the curriculum-based module with hi-tech support facilities is imparted by highly qualified and efficient set of faculty members. Meticulous efforts are made to hone the required skills of the students to nurture them to become competent professionals. The college offers under graduate courses in Bachelor of Business Administration (BBA), Bachelor of Commerce (B.Com) and Bachelor of Computer Applications (BCA) in 3 different streams – Executive, Professional, and Global as per the skills. Value added programs are imparted by industrial experts as a unique value addition to the students of the college.

Strategically situated in the heart of the city, well connected by public transport facilities, the college prides itself on having IT giants as its neighbours. Spread across acres of land, the college enjoys the reputation of being one of the most prestigious institutions of Karnataka imparting knowledge to the student community since the last two decades.

New Horizon College constantly strives for excellence in education that would help to mould the students into responsible citizens. The name 'New Horizon' students who taught to aspire for new horizons and leave an indelible imprint on the ever-transforming global landscape.

The institution stands committed and strives to stand by the motto "in pursuit of excellence".

Vision

To impart student centric education and empower them to fulfil their academic and professional passions in an environment that is diverse, vibrant, and inclusive.

Mission

Our Mission is to groom holistic individuals capable of critical and lateral thinking with the ability to preserve and transmit knowledge, wisdom and values that will instil self-fulfilment and competitiveness.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- New Horizon College, has evolved as a reputed institution offering quality education over the years. One of the reasons for its popularity is its successful placement in reputed companies.
- Faculty: Highly experienced and qualified faculty with required qualification forms the backbone of the institutions' academic environment. It consists of 42 teaching staff, which includes 4 doctorates, 6 pursuing Ph.D., 13 M.Phil holders and 11 UGC-NET cleared.
- Students: Majority of the students are natives of Karnataka while the rest are from across the country and a few from neighbouring countries like Nepal. The institution has all sections of the society including other backward classes/SC/ST and the under privileged.
- Value-Added Programmes: A good number of value-added certified programmes have been incorporated besides the university curriculum.
- Placements: Top multinational and corporate companies conduct regular recruitment drives to select and absorb students into their organisations.
- The institution honours meritorious students with scholarships.
- Infrastructure of the college is complete with well-equipped seminar halls, auditorium, and modern computer laboratories with latest softwares.
- The green cover of the campus provides for pollution free environment.
- Effective teaching learning process is supported by learning materials
- The campus has vibrant initiatives under the R& D cell. Constantly encouraging faculty members and students work on sponsored research projects. It has housed the IPR cell to encourage faculty members and students.
- The college has regular institute-industry-interaction and also addresses the gap in the curriculum.
- The college closely works with various professional bodies and regularly conducts collaborative events.
- Solar power plants are installed, rain-water harvesting is in place and utilised.
- The campus is equipped with sewage treatment plant (STP) and ensures recycling to make it a sustainable campus.
- Staff appraisal and reward system is practised.
- Noteworthy achievements in the field of sports and games ensure a balanced learning environment.
- Hostel facility for boys and girls are available.
- Student Activity Centre functions as a unit to identify and provide a platform for showcasing the talents and skills of the students.
- The value added program classes are integrated with the subject time table which falls during regular working hours.

Institutional Weakness

- Number of patents and start-ups are to be increased.
- Qualitative enhancement of research activities need to be made by the faculty and the students.

- Efforts are need to be in place to ensure International exposure of core faculty members through exchange programs.
- Efforts are needed to be made to ensure better Institute-Industry-Collaborative projects.

Institutional Opportunity

- The institution is strategically located at Bangalore that is surrounded by MNCs on all sides.
- Bangalore is on top 10 attractive career/job destination providing a start up eco-system for our leverage.
- The institution has ample facilities to offer for various job oriented vocational programmes.
- It has scope for housing Master Programs Business Administration and commerce in the campus.
- Extending the curriculum to provide training programmes and entering into MoUs with leading global educational institutions and attracting visiting faculty members from the industry
- Focussing on entrepreneurial development and encouraging them to have their own start ups with the help of an incubation centre. It will also strengthen enhanced on-the-job training.
- Networking with premier institutes and industries for advanced, applied research and academic interaction through MoUs.
- Obtaining recognitions from various governmental bodies/educational bodies for project funding.

Institutional Challenge

- Being a self-financed institution upgrading the infrastructure with the growing needs without government funding support.
- Being an affiliated college we are faced with certain constraints like having to frequently upgrade the curriculum in keeping with real life requirements and also administrative delays in the way examinations are conducted and results are announced.
- Proliferation of colleges in and around Bangalore and birth of many new private universities in Bangalore.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The college is affiliated to Bangalore University and has three undergraduate programmes. It strictly adheres to the rules and regulations of the university and timely execution of the prescribed university syllabi with continuous improvement in teaching and learning process. However, the institution has freedom to use different pedagogies to deliver the university curriculum effectively. The Institution meticulously develops effective plans for implementation of the academic curriculum and value added programmes. Corporate inputs play a major role in designing value added programmes. Before the beginning of every semester, the IQAC conducts meetings with various department heads to develop strategies for effective implementation of the curriculum. Teachers are encouraged to impart the curriculum through innovative teaching methods apart from regular/traditional chalk and talk methods. The college follows the calendar of the University to be in sync with its academic schedule; it also has its own calendar of events that incorporates curricular, co-curricular and extra-curricular activity plans for the semester. The college follows semester-scheme pattern and the CBCS system introduced by Bangalore University in the academic year 2014-15. The Centre of Excellence was established with industry collaborated laboratories. To enhance the academic experience, the institution has introduced

several value-added programmes like Attitude and Behavioural Development, Digital Marketing, SAP Training, Tally, Foreign Languages, CISCO, Software Testing, ACCA, Business Analytics etc. This helps to create capable and responsible individuals with overall development who dispense their duties sensibly and will be fit to survive in a competitive corporate world. In addition to the value-added programmes, students are exposed to guest lectures, industrial visits, workshops and seminars which are designed to bridge the gap between theoretical learning and practical applications. Mandatory foundation courses such as the Constitution of India and Human Rights, Environment and Public Health, Science and Society; Culture Diversity and Society was introduced by the University as non-core papers for sensitising students and making them socially and culturally agile individuals.

Teaching-learning and Evaluation

In-depth preparation, execution and assessment of academic plan are the most essential prerequisites in the teaching-learning process, and these have been systematically practised in the institution. The college strives to promote a learning atmosphere that caters to the needs of students from diverse socio cultural backgrounds.

The Faculties academic preparation follows a systematic schedule. It begins with the preparation of a lesson plan which contains content analysis, expected learning outcome, instructional strategies/resources/media usage, evaluation technique, planned date and implemented date, which are documented in an academic file. A well-defined lesson planner is framed before the commencement of the semester which gives a complete detail on the teaching-learning outcome of respective subjects. The lesson planner acts as a blueprint for the successful completion of the syllabus. The academic file also contains various other documents such as syllabus, teaching aids, study materials, RESATT (Result and Attendance) data, student feedback, etc.

The Teaching methodology is based mainly on two parameters. The first is the evaluation of the students through internal tests and preparatory examinations conducted to familiarize them with the university examination pattern as a part of continuous evaluation, and the second is the evaluation of the teaching methodology and curriculum as a part of ongoing continuous process. The latter can be assessed from the academic files of teachers that record the use of innovative methods such as ICT, virtual learning, mode of interaction with students and so on. The institute has a student feedback system which ensures effective and updated teaching-learning process. For a quality and sustainable growth in education, feedback is also taken from stakeholders through surprise inspection and observations during lecture hours. IQAC monitors and encourages the faculty to use innovative methods including technology in the classrooms for effective delivery of curriculum. Evaluation processes are fair and thoroughly transparent as per university norms. Students are well informed of their transparency in internal assessment and the same will be displayed on the notice board. Students can apply for revaluation, re totalling and photocopy of the answer scripts as per the announcement/circular from the Bangalore University after the declaration of semester results.

Research, Innovations and Extension

The college has a research cell to promote research culture in the institution. The cell has taken up various initiatives to promote and encourage the faculty and students to work on research projects, publish papers in reputed journals, books, etc. The committee facilitates and monitors research projects and their related activities. For enhancing research activities and imbibing the research culture, the institute provides facilities like e-library, OODs (on official duty), and incentives to the faculty members to assist them in doing original research work for presenting and publish papers in both national and international forums. In addition to this,

the committee actively motivates the faculty and students to take up projects for the upliftment of the rural society.

The self-appraisal system in the institution encourages faculty members to publish research papers and books, participate in workshops and seminars, take up online certificate courses etc for enriching and improvising in the research field. The Research cell conducts regular workshops, seminars, faculty development programmes (FDP) and conferences. These are organised regularly by IQAC to cope up with the emerging academic and research requirements.

Extension Activities- Multifarious extension activities towards social upliftment are undertaken by the students which include cleanliness drive in connection with Swachh Bharat Abhiyan, awareness programmes on anti-drug initiatives, workshop on self-defence for women, programme on extending help to the needy etc. The college has established the entrepreneurial development cell to impart required skills to the students to become entrepreneurs and in turn create opportunities for employment in the society.

Infrastructure and Learning Resources

The college is facilitated with state-of-the-art campus and infrastructure with ICT equipped classrooms for a holistic learning. Well-equipped computers with the latest configuration are upgraded from time to time. The institution's policy is to impart the highest quality education by providing good infrastructure like class rooms with LCD projector, well-equipped laboratories, centres of excellence established with support of industries and library with reading rooms, canteen, transport facility, hostels for girls and boys with generator facility, internet with Wi-Fi connection within the campus and in the hostel premises. The college provides well-ventilated and spacious classrooms for delivery of lectures supported by inbuilt teaching aids and technologies. E-learning resources create a conducive learning environment.

The institution has a good library with a large collection of recommended books that facilitates effective teaching and focused learning. In addition to this, there is a common library with all modern facilities like e-learning facility, digital library, reading rooms and reference sections. Every year, as per the requirements received from the various departments new books and journals are added. The college has a large playground and an indoor stadium. Many inter-collegiate tournaments are conducted in the campus. There is a health care centre inside the campus with trained practitioners and a provision for 24 hours ambulance made available during medical emergencies. A full-fledged fitness centre and gymnasium is active to cater to the physical fitness of the students.

Student Support and Progression

With continuous commitment and dedication, the institute strives to achieve excellence with regards to the

overall growth and development of the students. The institution has an effective mentoring system to track the students on academic progress on a regular basis. To assist slow learners and moderate learners to score better in the examination, the college provides bridge courses, remedial classes and extra classes in addition to personal counselling. Merit scholarships are provided to meritorious students and special classes are conducted for advance learners in order to enable the prospective students to secure a University Rank. The institution has an effective and dedicated team for counselling the students on personal and psycho-social issues. Pre-placement training is conducted for students to prepare them for campus recruitments. The institute has set up student activity centre as a main body for student activities, for encouraging and supporting in nurturing and showcasing the innate talent and skill of the students. The SAC has branched out its activities under various clubs. Each club is headed by a faculty member and student coordinators. Regular workshops and skill-based programmes are organised to enhance their knowledge and skills respective to their area of interest. Clubs include Literary, Media, Dance, Music, Drama, Photography, Creativity, etc. Apart from these, the college has also formulated various committees and cells such as Women Empowerment Cell, Students Grievance Cell, Anti-Ragging Committee, Anti-Sexual Harassment Committee, Library Committee, Cultural Committee, and Sports Committee. These various bodies and cells help students to excel in the myriad roles assigned to them in their academic environment.

Through the NSS unit, the college has sensitized students to the prevailing social scenario by organizing outreach programmes such as Blood Donation Camps, AIDS Awareness, Cancer Awareness, Traffic Awareness, Community Development programme, Special camps etc. The college essentially works towards the achievement of its motto 'In Pursuit of Excellence' and thereby focuses itself on moulding its students into proficient, competent, and dynamic individuals.

Governance, Leadership and Management

The top management, head of the institution and head of the departments play a pioneering role in the governance and management of the institution. They firmly believe in participative leadership involving the staff members for effective planning and policy formulation but retain final decision-making authority in executing strategies. However, at various levels leadership skills of teachers as well as students are used for the prudent functioning of the institution and for effective handling of the curriculum. The college administration works in sync with the university prescribed guidelines and functions. The college has implemented e-governance in finance and accounts, administration, students' admission and examination. Effective welfare measures are provided by the management to the teaching and non-teaching staff.

In addition to the above, the Internal Quality Assurance Cell of the college established on February 9, 2013 keeps vigil on the overall performance of the institution and takes up effective measures to improve the quality of education. The IQAC contributes in various ways to ensure the quality assessment and improvement of the college as well as to generate and promote awareness regarding various developmental programmes.

Institutional Values and Best Practices

The college has an active and dynamic team of students headed by qualified faculty members who have

initiated various best practices for the betterment of the student community and their surroundings. Some of them are instituting the student activity centre, RESATT committee and the outreach club.

The institute brings out the innate leadership qualities of students by encouraging them to organise and conduct various events in the college and motivate them to participate in programmes/festivals conducted by other institutions. Such fostering helps them identify their skills and talents beyond academics.

Teachers monitor slow learners and guide them by giving them extra coaching. Irregular students are counselled and urged to see the advantages of attending classes regularly.

The college has various outreach activities and programmes organized by NSS and Leo Club. These activities make the students get an insight into social, economic and environmental issues, and empathise with the needy. This will have a positive impact on their growth and overall development. Events such as blood donation camp, orphanage visits, planting saplings, contribution towards natural calamities, extending service in cancer hospitals and many more philanthropic activities are practised in the institution thus nurturing their sense of accountability and responsibility.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	NEW HORIZON COLLEGE, MARATHALLI
Address	New Horizon College, Marathalli Outer Ring Road, Bellandur Post, Bangalore - 560103
City	Bangalore
State	Karnataka
Pin	560103
Website	www.newhorizoncollege.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	R. Bodhisatvan	080-66297777	9900237217	080-28440770	principalnhcm@newhorizonindia.edu
IQAC / CIQA coordinator	Prasanna Prakash	080-28440666	9986461191	080-25429366	prasannaprakash95@gmail.com

Status of the Institution	
Institution Status	Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	Yes Minorty_Letter.pdf
If Yes, Specify minority status	
Religious	Sindhi
Linguistic	Minority
Any Other	

Establishment Details	
Date of establishment of the college	18-06-1998

University to which the college is affiliated/ or which governs the college (if it is a constituent college)

State	University name	Document
Karnataka	Bangalore North University	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC		
12B of UGC		

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Details of autonomy	
Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	**Address**	**Location***	**Campus Area in Acres**	**Built up Area in sq.mts.**
Main campus area	New Horizon College, Marathalli Outer Ring Road, Bellandur Post, Bangalore - 560103	Urban	5463	3001

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	**Name of Programme/Course**	**Duration in Months**	**Entry Qualification**	**Medium of Instruction**	**Sanctioned Strength**	**No.of Students Admitted**
UG	BBA,Management	36	PUC or EQUIVALENT	English	180	179
UG	BCom,Commerce	36	PUC or EQUIVALENT	English	200	200
UG	BCA,Computer Applications	36	PUC or EQUIVALENT	English	90	90

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0				0				0
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit				0				0				0
Sanctioned by the Management/Society or Other Authorized Bodies				1				6				35
Recruited	1	0	0	1	2	4	0	6	7	28	0	35
Yet to Recruit				0				0				0

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				11
Recruited	4	7	0	11
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				1
Recruited	1	0	0	1
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	1	0	0	1	2	0	0	0	0	4
M.Phil.	0	0	0	1	3	0	2	11	0	17
PG	1	0	0	2	4	0	6	29	0	42

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	1	0	0	0	0	0	0	0	0	1
Ph.D.	5	0	0	0	0	0	0	0	0	5
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	5	0	0	0	0	0	0	0	0	5

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
	15	10	0	25

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	194	94	0	1	289
	Female	136	44	0	0	180
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	27	21	18	28
	Female	12	12	11	5
	Others	0	0	0	0
ST	Male	2	3	1	0
	Female	0	2	1	1
	Others	0	0	0	0
OBC	Male	143	177	51	20
	Female	65	88	16	6
	Others	0	0	0	0
General	Male	116	71	175	206
	Female	43	29	128	119
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		408	403	401	385

3. Extended Profile

3.1 Program

Number of courses offered by the institution across all programs during the last five years

Response: 112

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of programs offered year-wise for last five years

2017-18	2016-17	2015-16	2014-15	2013-14
03	03	03	03	03

3.2 Students

Number of students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1182	1147	1086	893	722

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
249	303	98	60	116

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of outgoing / final year students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
379	354	306	186	187

File Description	Document
Institutional Data in Prescribed Format	View Document

3.3 Teachers

Number of full time teachers year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
32	31	35	31	31

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of sanctioned posts year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
32	31	35	31	31

File Description	Document
Institutional Data in Prescribed Format	View Document

3.4 Institution

Total number of classrooms and seminar halls

Response: 24

 Number of computers

Response: 240

Total Expenditure excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
209.18	234.72	232.42	129.55	96.52

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

As the college is affiliated to Bangalore University, the institution follows the curriculum prescribed by the University. A well-structured lesson plan is designed to ensure effective delivery of classroom lectures.

The governing body of the college in adherence with Bangalore University meticulously develops the action plans for the effective implementation of the curriculum. Besides this, the Governing body of the institution also provides guidance in all aspects of the institutional development ranging from infrastructure, initiation of new courses, instituting awards, fixing criteria for education and research resulting in effective curriculum delivery.

Internal Quality Assurance Cell (IQAC) prepares a set of general guidelines for all the departments to follow the curriculum delivery process before the commencement of the semester. The Advisory committee conducts meetings with Heads of the Departments and discusses curricular aspects and implementation strategies. A review of the previous semester is done to work on areas of improvement in academic performance. A detailed report is prepared on the drawbacks and challenges of the previous semester and accordingly, new strategies are framed and executed for the following semester in consent with the Principal.

The initiatives taken up by the Institution are as follows:

1. **For effective curriculum delivery**:

   1. Qualified and experienced faculties are recruited
   2. Healthy working environment is maintained in the institution
   3. Regular reviews are done on the performance of the faculty
   4. Feedback from the students are collected every semester
   5. Regular meetings are conducted by the Principal with the Heads of Departments and faculty members.

1. **For execution of the curriculum**:

   1. Using ICT based pedagogical tools
   2. Allocation of subjects based on subject expertise

Preparation of lesson plans in advance and strict adherence to the plans

1. Maintaining a work diary in order to keep a record of day to day teaching activities
2. Teachers are encouraged to attend University-related subject orientation workshops to keep themselves updated on the contents

The Principal and Head of the Departments of the Institution conduct meetings with the teaching staff to develop strategies for effective implementation of the curriculum. This phase includes the following processes:

- Drafting of the Academic Calendar and time table
- Preparing the Lesson Plan:
- Scheduling the various academic activities
- Setting up of all the technical support for effective class delivery

The college also receives input from various stakeholders for the constant development of the curriculum. Based on the suggestions received from alumni, industrialists, and students, the institute offers various value-added programs to help meet the industry needs. Besides, IQAC regularly conducts faculty development programmes for teachers which help them adopt technology to make teaching more innovative and effective.

For a systematic plan and execution of syllabus completion, a time-table committee is formed. This takes care of balancing the timetable schedule between regular university prescribed subjects, value-added programmes and other special and remedial classes for students.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

1.1.2 Number of certificate/diploma program introduced during the last five years

Response: 19

1.1.2.1 **Number of certificate/diploma programs introduced year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
4	3	4	3	5

File Description	Document
Minutes of relevant Academic Council/BOS meetings	[View Document](#)
Details of the certificate/Diploma programs	[View Document](#)
Any additional information	[View Document](#)

1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

Response: 284.38

1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
25	21	18	16	11

File Description	Document
Details of participation of teachers in various bodies	[View Document](#)
Any additional information	[View Document](#)

1.2 Academic Flexibility

1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years

Response: 33.33

1.2.1.1 How many new courses are introduced within the last five years

Response: 1

File Description	Document
Details of the new courses introduced	[View Document](#)
Any additional information	[View Document](#)

1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented

Response: 100

1.2.2.1 Number of programmes in which CBCS/ Elective course system implemented.

Response: 3

File Description	Document
Name of the programs in which CBCS is implemented	
Minutes of relevant Academic Council/BOS meetings.	

1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years

Response: 66.05

1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
814	763	698	529	515

File Description	Document
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	
Any additional information	

1.3 Curriculum Enrichment

1.3.1 Institution integrates cross- cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum

Response:

The Institution takes measures to sensitize students towards cross-cutting issues on gender, environment and sustainability, human values and professional ethics into the curriculum. The curriculum offered by Bangalore University has subjects which are compulsory to all the students on moral values and social responsibilities.

The college has taken initiatives to organize various programmes and activities under N.S.S/Leo Club, Student activity club and other student bodies.

Various activities and committees have been formed by the Institution to integrate the following cross-cutting issues into the curriculum:

Gender: The Women Empowerment Cell is formed to sensitize students regarding gender-related issues and make the campus a safer place for them. Students are encouraged to participate in lectures/seminars, placards/poster making, banners and captions/slogans on women related issues. Self-defence workshops are organized to face the challenges encountered if any. There were about 35 gender-based events conducted in the last five years.

Environmental Education:

The university curriculum has prescribed foundation courses like Environmental Studies and Environment and Public Health for creating awareness on the various concerns and issues related to the environment. Besides, banners prohibiting the use of polythene bags are put up at various locations in and around the campus for environmental consciousness. The college has recorded 11 events in the last five years relating to environmental issues.

Human Rights: The college has set up committees and cells to deal with various kinds of grievances namely the anti-ragging committee, anti-sexual harassment, students' grievance-redressal cell which handles sensitive issues regarding the student's rights and security. The disciplinary committee administers the rules and regulations to address any misconduct, inappropriate behaviour and accordingly take appropriate actions against the offenders. There were 7 events conducted relating to human rights for the last 5 years.

Moral and Ethical Values

The students are taught moral, ethical and behavioural values through soft skills classes and lectures and talks by eminent personalities. Code of conduct and discipline is insisted upon at all times. (Religious discourses) There was atleast 1 event conducted every year.

Employability and Life Skills

The Institution offers value-added courses which greatly enhance the employability of students in the Industry. Various personality development programmes are organized by the Training and Placement Department. The institution also has a built-in mechanism for developing verbal and written communication skills.

Professional Skills for Better Career Options

Exclusive certification programs are integrated in order to upgrade the student's career options such as Cisco certification, diploma in capital markets, tally certification, business analytics, digital marketing, and classes for competitive exams. In total 19 Value added programs were offered during the past 5 years.

Community Orientation Programmes

Community welfare programmes like organising blood donation camp, planting saplings for a green

environment, cleanliness drive under Swachh Bharat Abhiyan in association with the city corporation body are organised in and outside the college. Visiting old-age homes, orphanages, cancer hospitals helps in inculcating value and respect for human lives besides minor projects on civic awareness. During the span of five years there were 50 events relating to the community services and environment.

File Description	Document
Any Additional Information	[View Document](#)

1.3.2 Number of value added courses imparting transferable and life skills offered during the last five years

Response: 16

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

Response: 16

File Description	Document
Details of the value-added courses imparting transferable and life skills	[View Document](#)
Brochure or any other document relating to value added courses.	[View Document](#)

1.3.3 Percentage of students undertaking field projects / internships

Response: 26.57

1.3.3.1 Number of students undertaking field projects or internships

Response: 314

File Description	Document
List of students enrolled	[View Document](#)
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

1.4 Feedback System

1.4.1 Structured feedback received from 1) Students, 2)Teachers, 3)Employers, 4)Alumni and 5)Parents for design and review of syllabus-Semester wise/ year-wise
A.Any 4 of the above

B.Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: A.Any 4 of the above

File Description	Document
Any additional information	[View Document](#)
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	[View Document](#)
URL for stakeholder feedback report	[View Document](#)

1.4.2 Feedback processes of the institution may be classified as follows:
A. Feedback collected, analysed and action taken and feedback available on website

B. Feedback collected, analysed and action has been taken

C. Feedback collected and analysed

D. Feedback collected

Response: A. Feedback collected, analysed and action taken and feedback available on website

File Description	Document
Any additional information	[View Document](#)
URL for feedback report	[View Document](#)

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average percentage of students from other States and Countries during the last five years

Response: 7.17

2.1.1.1 Number of students from other states and countries year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
63	80	64	56	82

File Description	Document
Institutional data in prescribed format	[View Document]

2.1.2 Average Enrollment percentage (Average of last five years)

Response: 80.68

2.1.2.1 Number of students admitted year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
408	403	401	385	325

2.1.2.2 Number of sanctioned seats year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
470	560	560	440	380

File Description	Document
Institutional data in prescribed format	[View Document]
Any additional information	[View Document]

2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

Response: 100

2.1.3.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
249	303	98	60	116

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners

Response:

The institution strongly believes in imparting quality education for students with strong commitment and dedication. On the orientation day, the Principal of the institution addresses the gathering and informs about the academic practices and its timely act in detail. At the time of commencement of classes, teachers interact with students and will try to ascertain the background of the students which helps them to understand the student's requirements, their needs and skills and accordingly special attention will be given to them beyond regular class- room teaching. A systematic academic evaluation process is setup to assess the learning levels of the students. The process includes a written class test, group presentation, one to one interaction, assignments, etc., Based on the evaluation process. The advanced learners and slow learners are identified by the concerned faculty. Special coaching is given for slow learners after regular class hours, to score well in the internal as well as external examination. For advanced learners special classes are held to support the students to secure university ranking. The college has the provision of mentors, counsellors, and advisors for enriching the students on academic forums.

The college has taken many initiatives to assess the learning levels of the students and accordingly necessary steps were taken to categorise them under Q1, Q2 and Q3. Q1 represents Quality 1 students who are advance learners, Q2 represents mediocre/moderate learners & Q3 represents slow learners. According to this classification special initiatives are taken by our the faculty members by developing special programs for this classified set of students.

For slow learners and students from vernacular medium special care is taken to provide them with spoken

English classes and for students who are average in their studies, special classes are conducted after regular class hours. Bridge course is provided to the first year students to bridge the gap in the subjects which they are not familiar with.

For moderate learners- special classes/remedial classes are conducted for these students. These students aim for scoring minimum passing marks and show less interest in academics. This group of students are monitored by the staff members and these students are given assignments, group presentations, encouraging them to participate in management activities to build their innate talents.

For advance learner – the college provides an extended support through reconnect hours to such students. This helps the students to build a strong knowledge base of the respective subjects. Beyond academics, advanced learners are encouraged and motivated to take part in various academic activities, represent themselves in various college professional bodies, attend workshops and seminars and present research papers. Special attention is provided to these students to enhance their soft skills and develop a holistic approach.

File Description	Document
Any additional information	[View Document](#)

2.2.2 Student - Full time teacher ratio

Response: 36.94

File Description	Document
Any additional information	[View Document](#)

2.2.3 Percentage of differently abled students (Divyangjan) on rolls

Response: 0.42

2.2.3.1 Number of differently abled students on rolls

Response: 05

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

2.3 Teaching- Learning Process

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

Response:

Implementing modern technology in teaching, the faculties have adopted an andragogical approach to hone critical thinking skills and enable the students to identify problems, seek out and evaluate relevant information and resources that enhance their learning experiences.

The vision of the institution is framed prioritizing the students' needs and requirements in the field of education which will subsequently mould them as capable employees and responsible individuals. Hence, the learning mode is completely student-centric.

Support structures and systems available in the Institution for—

- **Experiential learning** – Students take part in organising various extracurricular events and co-curricular events which help in developing management skills. Workshops/seminars/conferences are also conducted by them with faculty support. Experts from industry share their experience with the students on real time job scenario. Mock sessions are organised to have a simulated experience of the industry and a hands on understanding.
- **Interactive learning**: The faculty promotes and encourages the use of digital media for group discussions, group presentations, debates etc., and most importantly dissemination of study materials. Teachers and students interact through mails, social media like Face book and WhatsApp for better connectivity.
- **Collaborative learning:** To support the theoretical knowledge of the students, the teachers arrange industrial/company visits for onsite learning. . Students are permitted to engage in internship where experiences are more practical. Also the teachers encourage the students to attend the value added programs to facilitate collaborative learning.
- **Independent learning:** The College has adequate library facilities for enriching knowledge and keeping oneself updated with the world outside. Class assignments, presentations and individual project activities enhance independent learning. The college organizes personality development classes which focus on bringing radical changes in students. It focuses on attitude, aptitude, value systems, communication; writing skills, interview skills, time management etc., so that students emerge as better individuals.
- **Critical Thinking**: The college adopts experiential learning besides class-room lecturing based on the subject, students are given puzzles, management games, crosswords, role plays, newsletters, presentations, skits and quiz competitions, thereby instilling a sense of curiosity, interest and acumen to understand with clarity and depth. Final year students are encouraged to choose topics relevant to their subjects, after whom they contact the concerned industry, collect inputs on the functional aspects and present their findings systematically in the form of project work.

- **Creativity:** Business expo is an event organised to familiarise students with the real world business. This event is organized by the students to help them innovate and enhance their creativity. Students put up stalls, actively participate and demonstrate the products and services in the same fashion as marketed by the corporate industry. Besides, social subjects are given to be engaged in the form of collage making, poster making, promoting creative awareness relating to social issues etc.

File Description	Document
Any additional information	View Document

2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

Response: 93.75

2.3.2.1 Number of teachers using ICT

Response: 30

File Description	Document
List of teachers (using ICT for teaching)	View Document
Provide link for webpage describing the " LMS/ Academic management system"	View Document

2.3.3 Ratio of students to mentor for academic and stress related issues

Response: 36.94

2.3.3.1 Number of mentors

Response: 32

2.3.4 Innovation and creativity in teaching-learning

Response:

The educational shift from subject centre to performance centre plays an important role in the present scenario. Innovation in teaching learning plays a challenging and promising role to support the students in their professional and personal development. Understanding the situation the institution has given priority and made imperative attempts in the integration of technology into the curriculum. The staff members deliver the curriculum with the required structure of learning experience that captivates new ideas and fresh perspectives among the students. To make curriculum effective from the learner's perspective, the delivery of curriculum is facilitated with the support of technology. To bridge the gap between learning centric and career centric, students are supported with soft skill and along with relevant professional

programs with regular curriculum that enriches them to understand the subjects in a profound manner. The college has a team of dedicated professional educators who have brought in modern teaching with online and digital innovation with the aim of transforming traditional lecturing to interactive teaching, leading to critical thinking, problem solving, collaborative learning etc. Understanding the relevance of modern techno style of teaching, the practice of teaching encompasses participative and collaborative modes for an effective experiential learning. The institution firmly believes in innovation and creativity in teaching -learning for students by adopting the modern techniques of ICT - audio visual in curriculum for their learning. Besides ICT teaching, the faculties incorporate subject related activities in different methods by implementing case studies, brainstorming exercises, group discussions, role-plays, problem solving, assignments, etc ., for facilitating effective learning atmosphere for the students. Course material includes lecture notes, PPTs, and previous year's university examination question papers that are made available in the digital library much before the commencement of the classes. Students are asked to prepare and come to class for interactive class room teaching learning. This interaction enables the students to strongly build confidence about themselves and it would help the teacher to have real time assessment of the students and can support them to progress successfully. Digital and online innovations are used to support and enhance more interactive ways of teaching. The college has provided technology enabled support by installing projectors in all the class-rooms, seminar hall and computer labs etc. accessibility of Wi-Fi connection in the campus and availability of e-learning resource to faculty and students. Along with class room theoretical teaching the students are exposed to practical learning by visiting industries and attending training programs to practically understand the real needs of industry and its expectations. The aim is to adopt active teaching- learning practices to integrate knowledge into practical learning for helping students to gain expertise. Thus, creating a self learning and participatory learning environment the college is excelling in adding enrichment to the student's education and learning.

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 100

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	View Document
Any additional information	View Document

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

Response: 7.48

2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	1	3	4	2

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	[View Document]
Any additional information	[View Document]

2.4.3 Teaching experience per full time teacher in number of years

Response: 8.13

2.4.3.1 Total experience of full-time teachers	
Response: 260	
File Description	**Document**
Any additional information	[View Document]

2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

Response: 0

2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	[View Document]

2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years

Response: 53.47

2.4.5.1 Number of full time teachers from other states year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
16	16	23	15	16

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	View Document
Any additional information	View Document

2.5 Evaluation Process and Reforms

2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

Response:

The institution ensures that the faculty and the students understand the mechanism of evaluation process. The outcome of teaching learning is assessed on continuous internal and external evaluation process. Evaluation takes place at two levels: internal and external. Dates for conduction of internal examination will be displayed on the notice board and a message will be sent to the parents. External examination will be conducted as per the university schedule and the time table is displayed on the notice board. Students will be intimated in advance about the evaluation process and the same will be available on the website and the students handbooks. The institution adheres to the guidelines laid by the university in terms of internal marks and accordingly will implement the evaluation process. Before students take up their examination, special classes are conducted for revision of topics.

The summative evaluation process: 30 marks internal and 70 marks external.

- As per the university guidelines, the college has to conduct two internal test per semester. Answer scripts are evaluated by concerned faculty members and the scripts will be shown to the students.
- Five assignment
- Attendance percentage as per the university specification
- External examination for 70marks conducted by the university at the end of the semester.

Continuous internal assessment is conducted through internal examinations, class-tests, presentations and assignments. Non formal assessment is based on individual student observation in group work and involvement in the class room. With the blend of both the assessment it is easy for staff members to analyse the students performances accordingly . And the staff members prepare a separate schedule to map out and give extra coaching for weak students before they appear for their final examination. This initiative of identifying the slow learners and conducting connect hours and special coaching helps us to improvise the college results. Connect hours for slow learners and reconnect hours for advance learners are provided to students after regular class hours to clarify their doubts and difficult contents are re-explained. To ensure effectiveness on the continuous internal evaluation the faculty motivates the students to attend regular classes and encourages the students to take part in various curricular & co-curricular activities. Based on the student's academic progress through Internal Assessment, and attendance and previous results, students are mapped out for extra coaching. Students are encouraged to solve previous years question papers and subjects will be revised continuously.   Parents are informed about their ward's performance through parent teacher meeting. The institution has facility to update attendance on daily basis to the parent or guardian. Need based guest lectures are organised for the betterment of students frequently.

With the continuous intense reforms, the institution has significantly augmented the pass percentage and academic excellence of students as well as the overall performance of the college results.

File Description	Document
Any additional information	View Document

2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety

Response:

The institution maintains utmost transparency in the examination and subsequent evaluation process. The institution strictly adheres to the Bangalore University norms for conducting University examination at the end of each semester. All the students are well informed about the transparency in internal assessment. The performance of students in each subject is evaluated through internal tests, assignment completion, attendance and university end exams. The duration of the course is 3 years for the entire UG course offered by the institution. The maximum marks for the university examination in each paper shall be 70. The external examination for 70 marks will be conducted as per the prescribed date scheduled by Bangalore University. And 30 marks is considered for internal Assessment, out of which 20 marks shall be based on two internal tests. After evaluation of scripts teachers handover the answer sheets to the students and students get to know the internal marks scored. Discrepancies in the marks are clarified with the faculty. The average of both will be considered for internal assessment marks. The examination committee conducts the internal tests as per the university guidelines. The remaining 10 marks are based on attendance and skill development record of 5 marks each. All the faculty members will give assignment to the students relevant to their subject matters. Internal lab examination will be conducted by the BCA department as per the university prescribed date. The attendance will be displayed on the notice board. The marks based on attendance shall be awarded as stated:

75% to 80% = 2marks

81% to 85% =3 marks

86% to 90% =4 marks

91% to 100% = 5 marks.

Marks for skill development shall be awarded by the faculty concerned based on skill development exercises provided in the syllabus of each paper. The student should prepare the record and submit the same to the faculty at least 15days before the last date of the semester.

The minimum for a Pass -students must obtain 40 marks to pass, as in as per the university guidelines he/she must secure a minimum of 25marks out of 70 marks in external university examination and 15 marks in their internal assessment.

Provision for Improvement of results:

Students can apply for improvising the result within the prescribed time by the university after the publication of the results of revaluation and rechecking and for photo copies of answer sheets of the requested subject from the university by submitting the application for improvement of results to the registrar along with the prescribed fee.

Thus internal assessment evaluation process is fair and thoroughly transparent as per university norms. Students are well informed of their transparency in internal assessment and the same will be displayed on the notice board. Along with it the institution organises parent teacher meet, once in a semester where the parents are informed about their ward's performance.

File Description	Document
Any additional information	[View Document](#)

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

Response:

The institution maintains complete transparency in evaluation of the examination process. The college conducts internal examination well within the time frame of college calendar. In addition to this, external University examination is also conducted as per the time table scheduled by the university. After the internal exam, the scripts are evaluated and, the respective subject teachers will hand over the scripts to the students for review and will discuss the answer with the students. In case of any discrepancy, students clarify their doubts and accordingly internal marks are finalized. In case of any grievances of students concerned to internal examination if any, would be attended by the faculty members along with the examination committee members and will resolve the matter. However, the grievances aired by the students concerned to external examinations would be attended by the college as per time scheduled by the university. The grievance can be spelling errors of name or external evaluation of allotted marks. The college attends to all such grievances of students and will guide them accordingly through proper mechanism. Students with unsatisfactory evaluation can apply for photocopy of their concerned paper or directly can apply for revaluation by submitting the application of revaluation along with the requisite fee to the university. Within the due course of time the revalued results will be declared. Thus the institution acts merely as a connecting link between the students and university for all examination related issues.

Besides to this, if any student has any physical challenges to take up written external university examinations, the examination committee addresses such grievances and will allow scribers to write the exam on behalf of the student. In case, if students fails to get the hall ticket, or lost his/her hall ticket, the superintendent of examination will attend to the case and a duplicate hall ticket will be issued. The institutional efforts in addressing such grievances are time bound, transparent without any bias or error.

File Description	Document
Any additional information	View Document

2.5.4 The institution adheres to the academic calendar for the conduct of CIE

Response:

The head of the departments along with the time table committee prepares the calendar of events encompassing of curriculum delivery, internal evaluation schedules & co-curricular activities within the broader framework adhering to the Bangalore university calendar. The time table committee prepares the centralized timetable of the college as per the requirement of theory and practical classes before the commencement of semesters, as per the workload allotted to the teachers. The college displays the calendar of event along with the time table in the college website. Information regarding the college activities is regularly displayed in the website and notice boards. The different Departments conduct regular meetings to monitor the syllabus completion status and students performance. After the conduct of internal assessment, the internal marks and the attendance status is informed to the parents during the parent teacher meeting every semester. The IQAC will address the students whose performance is below average and necessary steps are initiated to help them better their academic performance. Accordingly special classes/connect hours will be conducted for slow learners after regular class hours. The principal will hold meetings with all departments to review the previous results and the necessary steps will be taken to help them improvise their results.

File Description	Document
Any additional information	View Document

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 on website and communicated to teachers and students

Response:

The courses offered by the Bangalore University are offered to the students. Information about this is available on the college website. The first step to create awareness among the students of all the courses, there are teaching staff counsellors who are engaged in the admission process of various courses , explain to the prospective students about the learning outcomes, objectives of the programme, the career prospects

and the domain related value added programs offered along with the university syllabus. Besides this, at the time of the orientation program, for the first year undergraduate students the course outcomes as well as the specific program outcomes will be highlighted to the students as well as the parents. The training and placement department will conduct orientation for the students about the career options based on program specific outcomes which will help the students to have a better understanding about their courses and its importance. Further, teachers follow effective andragogical strategies in the form of articulating the learning objectives of each lesson/ unit present in the syllabus. For each course offered, a unique set of learning outcomes have been defined. The faculty articulates the learning objectives and expected outcomes for each course at the beginning of the semester as well as before each topic/unit of the syllabus. This helps the students to have better understanding on the subject outcomes and its relevance. To strengthen the outcomes, the college has facilitated resource people, who are from the industry to create the awareness and link the subjects from theoretical approach to a practical approach. Abreast to it, Alumni students from respective departments are invited to interact with the students and teachers to share the expectations of the industry. Such interactions from the industry personnel's and alumni students gives insight to the subject delivery and provides opportunity for the faculty to improve their knowledge sharing which is most relevant to the need of the hour.

File Description	Document
Link for Additional Information	View Document

2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

Response:

The following are the assessment methods used for the assessment of Program Outcomes and Program Specific Outcome.

1. Direct Assessment (80%)

- Attendance and Assignment – students are assigned with 5 assignments. Each assignment is related to per unit in the course .The assessment will be done based on their performance.
- Internal Examination – Two tests will be conducted in each semester focused in achieving course outcome
- External Examination – This exam comprises of the entire syllabus of the course and is measured for assessing the entire Cos Attainment

1. Indirect Assessment (20%)

- Student's feedback -Online feedback about the overall teaching performance of each faculty member allotted to the respective subjects will be conducted mid of the semester. Questions included in the feedback will be mapped with concerned PO s. Analysis of the feedback will be carried out by the Principal and will be shared with the concerned faculty member.
- Course Assessment- Based on the university result, assessment will be done on course outcome and will be mapped with program outcome.

- Exit feedback – The graduating batch will give their feedback on various facilities provided to them by the institution and the teaching learning parameters adopted by the faculty members.
- Feedback from recruiters – The recruiters will be provided with set of POs and PSOs of respective departments accordingly the weightage will be determined by the recruiters
- Co-curricular and extracurricular activity feedback – These activities are tuned to the POs of the institution. As these activities inculcate moral values, nurture leadership qualities and bring in an experiential learning on team work for students in attaining the overall personality development.

The attainment levels ranges between 1 to 3

- Below 75% = Attainment level 1
- Between 75% to 90% =Attainmnet level 2
- Above 90% = Attainment level 3

However Attainment of programme outcomes of the institution is reflected in the university results when tracked for the past five years. There has been enhancement on percentage of results from year to year, and also the number of distinctions, high first class, first class has shown an improved trend. The institution also maintains a data base of passed out students and their successful engagements in their current employment and other endeavours.

Time to time evaluation through assessments provides feedback on the effective teaching – learning process and their outcomes

File Description	Document
Any additional information	[View Document](#)

2.6.3 Average pass percentage of Students

Response: 90.85

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 288

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Response: 317

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.62

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)

Response: 40.81

3.1.1.1 Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
12.20	10.60	7.49	6.9	3.62

File Description	Document
List of project and grant details	[View Document](#)
e-copies of the grant award letters for research projects sponsored by non-government	[View Document](#)
Any additional information	[View Document](#)

3.1.2 Number of research projects per teacher funded, by government and non-government agencies, during the last five year

Response: 0

3.1.2.1 Number of research projects funded by government and non-government agencies during the last five years

3.1.2.2 Number of full time teachers worked in the institution during the last 5 years

File Description	Document
Supporting document from Funding Agency	[View Document](#)
Any additional information	[View Document](#)

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

Response:

The research work in the college is promoted with a special focus on better understanding of society and its functioning, and accordingly with the formation of research cell, faculty members and students are motivated to inculcate research culture, publish and present papers. Teachers and students are motivated to participate in major and minor projects to engage with the society

One of the important contribution of research cell is the formation of a incubation cell, mainly to promote entrepreneurship culture among the students. This is to create awareness about business start ups, various investment opportunities, avenues and approaches for various markets.

Incubation cell also help plan for resource mobilization through industry interaction and extramural funding for the business projects.

The incubation cell provides action plan to meet business support services such as conducting training programmes for incubates. Plan for mentoring, counselling and training sessions of incubates. It is envisaged to provide the entire gamut of service required for successful incubation centre, right from the identification/scouting of best ideas for incubation and then providing strategic support, co-working space, technology support, operational support and financial support along with periodic review process and evaluation process till the incubates graduate successfully.

The incubation cell has conducted several awareness programmes to encourage students with an innovative bent of mind, to come up with creative and pioneering ideas and frame their efforts to exploit investment opportunities. Workshop on "Awareness on Various Investment Avenues", "Online Share trading", and Workshop on "Tax Planning and Management" and the likes were conducted.

As a part of the incubation cell, activity was conducted in preparation of Business plan, which encourages student to develop and design the business idea with respect to determine the goals and objectives of business, to outline the financial needs, to provide information on all aspects of company within the industry and finally designing new products or developments that will benefit or adversely affect the business.

For enhancing the research activities and imbibing the research culture at the Institution level, a policy is formulated for financial and other required support for research promotion. The researchers are financially supported for organizing and attending the research activities like Workshops, Seminars, National and International Conferences, Faculty Development Programs etc. The allocation of funds depends on level of the activity, number of participants and duration of activity.

Thus, institute fosters critical thinking, creativity and scientific inquisitiveness among the students to reinvent them for a professional role. Perceiving the importance of innovative ideas, the institution has set up an Entrepreneurship Development cell, an Incubation cell to support students in realising their creative business concept and facilitate transfer of knowledge.

File Description	Document
Any additional information	[View Document](#)

3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

Response: 3

3.2.2.1 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Academia Innovative practices year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	1	1	0	0

File Description	Document
Report of the event	[View Document](#)
List of workshops/seminars during the last 5 years	[View Document](#)

3.3 Research Publications and Awards

3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

Response: No

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

Response: No

3.3.3 Number of research papers per teacher in the Journals notified on UGC website during the last five years

Response: 0.22

3.3.3.1 Number of research papers in the Journals notified on UGC website during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
25	10	0	0	0

File Description	Document
List of research papers by title, author, department, name and year of publication	View Document
Any additional information	View Document

3.3.4 Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years

Response: 1.06

3.3.4.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
21	7	3	2	1

File Description	Document
List books and chapters in edited volumes / books published	View Document
Any additional information	View Document

3.4 Extension Activities

3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

Response:

Extension activities have become imperative in today's world to sensitize students about current social issues. The college has created a Student Activity Centre which has different student clubs under it for organising extension activities and outreach programmes. In the process of learning as well as in administrative interactions, the institution makes good efforts to promote social justice as a commendable value. The students club of the institution along with the faculty in charge have contributed and continued to work to bring about a change in the society through extension engagement. The activities focused on issues such as drug addiction rally in association with the police department, gender issues, public health,

environment and other development programmes. **Activities are as follows:**

- NSS members have engaged in creating awareness programmes on drug addiction in association with the police department, cancer awareness, AIDS awareness, health and hygiene, Swachh Bharat, etc. The activities also included cleaning drive in and around the city, working with under-privileged children. Such experiences heighten academic learning. The NSS coordinates all its activities under the norms of Bangalore University. The unit is involved in sapling plantation, trekking, village cleaning, etc. Local villagers are consulted and youth of the villages involved in all the NSS activities. Extensive local participations can be witnessed during sapling plantation. The alumni association is also involved in all these extension activities**.**
- The Leo club plays a pivotal role in uplifting the socially marginalised people. Various awareness programmes are initiated by them which include conducting talks and workshops to make students socially sensitive and alert. Students under the Leo club and NSS participated in promoting computer education and English speaking to primary government school children.
- Eco Club takes up initiatives in promoting eco-friendly environment. They promote awareness by planting saplings in surroundings, avoid using plastic related items, make best out of waste with the motive of reuse/recycle the waste, etc.
- Anti-Sexual Harassment committee conducts awareness programmes like street plays, mimes, skit, and talks on child abuse, usage of discriminatory words, humiliation, and sexual harassment to promoting gender equality among people.
- Women Empowerment Committee encourages female students to voice their grievances and fight for their rights to be given equal opportunities in all walks of life.

Thus, by initiating a number of community development activities, the institute plays an important role in campus-community relationship and welfare of its neighbourhood. Participating in the above mentioned activities have resulted in spreading awareness in the institution and motivating students to work towards social upliftment.

File Description	Document
Any additional information	[View Document](#)

3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

Response: 0

3.4.2.1 Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of awards for extension activities in last 5 years	View Document

3.4.3 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the last five years

Response: 50

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
16	12	10	8	4

File Description	Document
Reports of the event organized	View Document
Number of extension and outreach programs conducted with industry,community etc for the last five years	View Document

3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

Response: 64.53

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
776	746	684	563	476

File Description	Document
Report of the event	<u>View Document</u>
Average percentage of students participating in extension activities with Govt. or NGO etc.	<u>View Document</u>

3.5 Collaboration

3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

Response: 199

3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
59	48	39	30	23

File Description	Document
Number of Collaborative activities for research, faculty etc.	<u>View Document</u>
Any additional information	<u>View Document</u>

3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

Response: 0

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
e-copies of the MoUs with institution/ industry/ corporate house	View Document
Details of functional MoUs with institutions of national, international importance,other universities etc during the last five years	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.

Response:

To benchmark student centric education of the highest quality and foster an inclusive academic ambience, the Institution ensures adequate facilities are provided to the students. The college has well-structured policies and mechanism to create, upgrade and enhance infrastructure facilities for quality sustenance and enhancement of teaching learning process. The campus is located in the IT hub with a well maintained lush green campus having modern facilities/ learning resources as per the curriculum requirements and norms of statutory/ regulatory bodies. The institution provides all the necessary resources and infrastructure for assuring academic excellence according to its vision and strategic objectives. The infrastructure facilities and learning resources are categorized as under:

(a) Learning Resources: This includes resources and infrastructure required for library, laboratories, classroom teaching, events, meetings, workshops etc.

(b) Support facilities include cafeterias, hostels, auditoriums, seminar halls, stationery shop etc.

(c) Utilities like safe drinking water, washroom /restrooms, power generators etc.

The infrastructural and learning resources for teaching-learning provided by the institution are described below:

1. **Classrooms**: The institution provides well-lit and well ventilated class rooms. There are 22 well-furnished lecture rooms, 1 business laboratory, 1 electronics laboratory, 3 language rooms/tutorials. All the classrooms are well furnished with adequate seating capacity, proper lighting arrangements, fans, windows and black board. All Classrooms are installed with projectors, CCTV cameras and teaching aids like plug-and-play projectors.

1. **Computer Laboratories**: There are 4 computer laboratories which are well-equipped and fully air-conditioned with Wi-Fi facilities.
2. **Library**: The library has a seating capacity of 608. Besides this, the students can also avail the reading room/ discussion rooms in the library as a shared resource which has 24 discussion rooms accommodating 4 students each. The Institution's library has internet facility available for staff and students. In order to ensure that every student visits the Library, the IQAC has taken up the initiative to incorporate library hour in the Time Table. As per the scheduled time table, students visit Library

3. **Seminar Hall/Auditorium**: The College has 2 seminar halls and 1 auditorium with a seating capacity of 168, 200 and 700 seats respectively.
4. **Power back-up**: UPS backup facility is available to avoid interruptions due to power failure. Apart from the above, backup power generator, UPS support for electronic gadgets is also made available.
5. **Reprography**: There is 1 photocopy machine and 4 printers. There is a reprography centre in the campus.
6. **Internet facility**: The campus is Wi-Fi enabled using Reliance Jio services.

Other facilities: 3 CCTV Cameras are installed in each floor along with two cameras that cover the frontal view of the building. Electronic Display system, scanners, total intercom, attendance register for staff, space for vehicle parking to staff and students are part of the facilities provided.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

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

Response:

The Institution strives to ignite young minds in their quest for excellence beyond academic forum, by creating adequate provisions for sports, games, cultural activities etc. The indoor stadium is spread across 34.8/31/1 sq. meters, Yoga centre is 130 sq. meters, Indoor recreation center is 260.74 sq. meters, the sports staff room and is 5/3.85 meters and the Gymnasium is 23 meters/9 meters. There are various events and competitions organized to serve as a platform to nurture the student's talents which are listed below:

Sports:

Sports is an integral part of the curriculum in the institution that aims at creating holistic individuals and believes in "healthy mind is a healthy body". The college has a well-qualified physical instructor who identifies the students' potential in terms of their skills and coaches them accordingly. The college has appointed coaches for respective games like Football, basketball, Volleyball etc. under the banner of YUVA, students are encouraged to take part in sports activities. The College has hosted many inter-collegiate tournaments in varied sports and games. In addition to this, the sports committee effectively organizes and conducts sports day annually for faculty and students. The college supports in providing the following facilities to create interest in sports among the students:

Sports Room:

The Physical Education Instructor has been provided with shared room and supplied with all outdoor and indoor sports material.

 Sports equipment: The institution sponsors the needed sports material and equipment for the students who excel in a particular sport. The College has multipurpose indoor stadium for games such as Badminton, Basketball and Volleyball. There is also a recreation center for games like Carrom, Table tennis, Chess etc. The college gymnasium is utilized for the fitness and agility of the students.

Cultural Activities – Student Activity Centre

The college believes in honing skills and nurturing talents of the students on a regular basis. The cultural committee identifies the diverse talents through auditions and encourages them to participate in intra college competitions, national and international competitions and enabling them to win the overall championships. The cultural team regularly organizes intra class events, celebrates national festivals, annual day, fresher's day, graduation day, ethnic day and many others.

- The institution has initiated a student's platform called "TARANG" to encourage interest in cultural/management activities. Various workshops and skill based programs are organized to encourage talents and abilities of the students.
- Every year the college organizes SARGAM a two day inter college cultural extravaganza.

Health and Hygiene

- The institution has established a dispensary, with a doctor available 24/7, Ambulance and first aid facility for students to reach out during medical emergencies
- The college has organized free health checkup camps for staff members and students.
- The college has 3 RO water units installed that is cleaned and maintained on a regular basis.
- Yoga classes are conducted regularly and Yoga day is organized to showcase their learning in the training classes.

File Description	Document
Any additional information	[View Document](#)

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

Response: 91.67

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 22

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	View Document
Link for additional information which is optional	View Document

4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

Response: 2.76

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
9.19	7.37	6.88	9.98	11.50

File Description	Document
Details of budget allocation, excluding salary during the last five years	View Document
Audited utilization statements	View Document

4.2 Library as a Learning Resource

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

Response:

A	Name of ILMS software	Easylib	
B	Nature of automation	Fully automated	
C	Version	4.3.3	
D	Year of Automation	2003	

File Description	Document
Link for Additional Information	View Document

4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

Response:

The institution has a well-established Information Resource Center.. Being the heart of the academic center, it is the home for providing innovative, responsive and effective services to meet the changing needs of the academic community. The major objective of the library is to provide right information and knowledge to the right user at the right time. Library is housed in the college premises with 605 seating capacity. Digital library, video conference room, discussion room, faculty discussion room and stationery shop are available. The Library holds a hybrid collection of printed as well as electronic resources which include books, Journals , Databases, CD/DVDs , e-books, e-Journals, Project reports, Conference proceedings , bound volumes , previous years question papers etc. Also the institution has the membership of NLIST consortium. The library holds 10,182 volumes and 1,589 titles autoated with integrate library management system (ILMS) called Easylib software version 4.3.3, and also an institutional repository called D-Space to store and preserve other institutional digital assets.

Sl.No	Name of the book /Manuscripts	Name of the Publishers	Name of the author	No of copies	of
1	Success master IBPS CWE - VIII : Bank PO	Arihant Publication	Arihant	1	
2	Oxford school atlas	Oxford university press	Oxford university press	1	
3	Alibaba: The house that Jack Ma built	Clark,Duncan	Harper Collins Publishers	1	
4	Oxford advanced learner's dictionary of current English	Oxford university press	Hornby A S	1	
5	Annihilation of caste	Ambedkar B R	Finger Print Classics. New Delhi	1	
6	Autobiography of an unknown Indian	Nirad C Chaudhuri	Jaico Pub.	1	
7	Autobiography of Benjamin Franklin	Smith , Boyd E	Finger Prints	1	
8	Bank Probationary Officers Management Trainees Common Written Exam: Conducted by IBPS	Subburaj, V V K	Sura college of competition	1	
9	Business Maharajas	Gita Paramal	Portfolio/The Penguin groop	1	
10	Essential English Grammar : Self study reference book for elementary students of English	Murphy Raymond	Cambridge University press	1	
11	Good Strategy/ Bad Strategy	Rumelt, Richard	Random House	1	
12	Hind Swaraj	Mahatma Gandhi	Rajapal and Sons		
13	India After Gandhi	Ramachandra Guha	Picador India	1	
14	Indian Polity for Civil Services Examination	Lakshmikanth M	Mc Graw hill	1	
15	Indira Gandhi : A Biography	Pupul, Jayakar	Penguin Books	1	
16	Little book of behavioral investing	Moniter James	Wiley		
17	M.K.Gandhi an autobiography	Mahadev Desai	Vasan Publication	1	
18	Modern Approach to Verbal and Non -Verbal Reasoning	Agarwal	S Chand	1	
19	Moon walk	Jackson Michal	Arrow Books, London		
20	Playing it my way : My autobiography	Sachin Tendulkar: Boria Majumdar	Hodder and Stoughton, London		
21	Quantum Cat	Sarvesh K Verma	Arihant		

| 22 | The discovery of India | Jawaharlal Nehru | Penguin Books | 1 | |
| 23 | Word Power Made Easy: the Most effective Vocabulary Builder in the English Language | Lewis, Norman | Goyal Publication | 1 | |

File Description	Document
Any additional information	View Document

4.2.3 Does the institution have the following:

1. e-journals
2. e-ShodhSindhu
3. Shodhganga Membership
4. e-books
5. Databases

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: B. Any 3 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	View Document
Any additional information	View Document

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

Response: 1.36

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
1.13	1.83	1.71	1.16	0.976

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	View Document
Audited statements of accounts	View Document

4.2.5 Availability of remote access to e-resources of the library

Response: No

File Description	Document
Any additional information	View Document

4.2.6 Percentage per day usage of library by teachers and students

Response: 10.87

4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 132

File Description	Document
Any additional information	View Document

4.3 IT Infrastrucure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

The Institution is equipped with Wi-Fi facilities with secured protection and is available for students and teachers. The College has spacious and well-furnished computer laboratries with 240 computers exclusively for students and computing centers with internet enabled computers to serve the day-to-day computing needs of students. Internet at a speed of >=100MBPS access for internet browsing requirements. Adequate number of computers, printers, scanners and high internet speed is available in the campus. Access point has been given in each floor. The Institution upgrades the PCs with latest configuration available. The Institution has taken the following initiatives to develop the IT infrastructure:

- Increasing the bandwidth of internet facility.

- Maximum utilization of E-learning facilities.
- Procuring and installing industry specific software and enabling the students to become industry ready employees.
- Making academic content and modules available online through college web portal.

File Description	Document
Any additional information	View Document

4.3.2 Student - Computer ratio

Response: 4.93

File Description	Document
Any additional information	View Document

4.3.3 Available bandwidth of internet connection in the Institution (Lease line)
>=50 MBPS

35-50 MBPS

20-35 MBPS

5-20 MBPS

Response: >=50 MBPS

File Description	Document
Any additional information	View Document

4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)

Response: No

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years

Response: 14.46

4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
30.56	28.87	27.22	20.07	17.57

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	[View Document](#)
Audited statements of accounts.	[View Document](#)

4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Response:

The college has state of the art infrastructure, its learning resources including ICT enabled classrooms, seminar halls and computer labs, library and other support facilities. The College campus has adequate infrastructure for sports and other extracurricular activities like Athletics, Indoor Basketball, Cricket, Volleyball, Football, Kabbadi, Table tennis and Badminton. There is a fully automated library that has reading halls functioning 24/7. It houses sufficient number of books of all disciplines ranging between 10000 to11000. Subscription to periodicals includes 14 newspapers of different languages such as english, kannada, hindi and malayalam. The college has a large number of e-journals and e-books such as N-List that is available for the benefit of academic fraternity. Budget for infrastructure, library and other learning resources are earmarked annually based on the recommendations of respective departments. Faculty and students are encouraged to access these learning resources for enriching their knowledge as well as to develop relevant content. The security and vigilance of the campus is maintained by a team of security guards comprising of a Chief Security Officer, 6 security officers and 48 security guards. The point of contact for all maintenance related issues is the administrator of the college. The complaints are brought to his notice on various maintenance issues relating to carpentry, plumbing, electrical, civil and housekeeping. The college has a maintenance committee that oversees the maintenance of buildings, classrooms and laboratories. The administrator lodges a complaint through an e mail to maintenance department of the institution. The concerned person from the department who is in charge sends the required staff to resolve the issue in stipulated time. The institution has in-house full time employed carpenters, plumbers, electricians and painters. The maintenance department is headed by the administrator and the supervisor at the next level. The administrator functions as the coordinator who efficiently organizes the workforce through various departments. Adequate in - house staff is employed to meticulously maintain hygiene, cleanliness and infrastructure on the campus so as to provide a congenial learning environment. Classrooms, staffrooms, seminar halls, library and laboratories etc. are cleaned and maintained regularly by house keeping staff assigned for each floor and department respectively.

Duties of House Keeping Staff: Cleaning of class rooms, corridors, laboratories, staff rooms and other areas allotted. Dusting of furniture and windows in the class rooms and also cleaning of window panes, swabbing of corridors , clearing cobwebs in the corridors, class rooms and other areas including

department laboratories are regularly maintaied.

Toilet Hygiene: Each toilet is cleaned four times a day, which is checked by the supervisor concerned. Care is taken in providing exhaust fans, cleaning with phenol and detergents, use of naphthalene balls.

Class Rooms: Use of non-dust chalk is in practice. Class rooms are cleaned everyday. Benches and desks are cleaned with a wet cloth twice a week. Black boards are cleaned with a wet cloth on a daily basis. Dust bins are placed in every class room.

Floors: The floors are swept and mopped with a wet cloth to ensure dust-free surrounding. Common dust bins are placed at various locations in each floor. HODs and staff shall raise complaints regarding hygiene to the administrator, who assigns housekeeping staff to rectify the same. The green cover of the campus is well maintained by gardeners outsourced on a contract basis. Optimum working condition of all properties and equipment on the campus is monitored by the estate officer including maintenance of generator and water purifiers. Maintenance of infrastructure facilities, services and equipment's is done as per following details:

- There is an uninterrupted power supply due to a stand by generator facility.
- Uninterrupted Power Supply (UPS) is provided for the computer laboratory/sections/units to ensure no data is lost and to avoid any damages.
- Reverse Osmosis (RO) plant systems are installed in the campus and there is a continuous drinking water supply.

- Computer facilities are made available to the students for at least 8 hours a day and Wi-Fi facility is provided for better internet accessibility. The number of computers made available is as per the requirements. Lab assistants under the supervision of the System administrator maintain the efficiency of the college computers and accessories. Library is maintained and monitored by the librarian. The library maintenance is computerized and automated with regular and constant up-keeping of stock. Regular swabbing of the library floors, cleaning of the racks, maintaining the quality of the books with needed binding are all regular procedures followed. Parking facility is well organized. There is separate parking for students and staff. The campus maintenance is monitored through surveillance cameras. College maintains a stock register for the available equipment. The civil and electrical work is adequately monitored and maintained by the Maintenance department. Periodic reporting on requirement of repairs and maintenance are submitted by the administrative office. The requirements are collectively processed during every semester break, so as to keep facilities serviced and properly functioning for the new semester. Pest control of library books and records is done every year by the maintenance department. Estate office manager and his team are involved in the maintenance of infrastructure facilities. This team looks after the regular maintenance of civil works such as furniture repairs, masonry and plaster works, painting, carpentry, plumbing and housekeeping. The Estate office workers look after the maintenance of rest rooms, approach roads and neatness of the entire premises. Housekeeping services are regularly executed and monitored. The college provides various services and facilities

to the students, faculty and staff and are maintained by respective service providers as per contract-24/7 Reading hall, Free Wi-Fi enabled campus ,Cafeteria facilities, 24/7 clinic, Ambulance, Banking / ATMs facilities, Laundry services, Indoor and outdoor Gymnasium facilities, Recreation center with indoor games like Carom board, Chess, Table Tennis, Meditation and Yoga center, Reprography center ,Auditorium ,Indoor Stadium ,Badminton Court ,Seminar Hall and Stationery shop. Attempts are made to make all these facilities more and more effective and student friendly.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

Response: 1.8

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
25	22	26	12	9

File Description	Document
Upload self attested letter with the list of students sanctioned scholarships	[View Document](#)
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	[View Document](#)

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

Response: 16.27

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
237	228	171	134	77

File Description	Document
Any additional information	[View Document](#)

5.1.3 Number of capability enhancement and development schemes –

   1. For competitive examinations
   2. Career counselling

3.Soft skill development

4.Remedial coaching

5.Language lab

6.Bridge courses

7.Yoga and meditation

8.Personal Counselling

A. 7 or more of the above

B. Any 6 of the above

C. Any 5 of the above

D. Any 4 of the above

Response: A. 7 or more of the above

File Description	Document
Details of capability enhancement and development schemes	[View Document](#)
Any additional information	[View Document](#)

5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

Response: 95.02

5.1.4.1 Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1115	1112	1019	843	690

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	[View Document](#)

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years

Response: 36.7

5.1.5.1 Number of students attending VET year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
612	544	436	283	90

File Description	Document
Details of the students benifitted by VET	[View Document](#)
Any additional information	[View Document](#)

5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

Response: Yes

File Description	Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	[View Document](#)
Details of student grievances including sexual harassment and ragging cases	[View Document](#)

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 27.06

5.2.1.1 Number of outgoing students placed year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
103	76	114	70	22

File Description	Document
Self attested list of students placed	[View Document](#)
Details of student placement during the last five years	[View Document](#)

5.2.2 Percentage of student progression to higher education (previous graduating batch)

Response: 39.14

5.2.2.1 Number of outgoing students progressing to higher education

Response: 146

File Description	Document
Details of student progression to higher education	[View Document](#)
Any additional information	[View Document](#)

5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 0

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations) year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

5.2.3.2 Number of students who have appeared for the exams year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of students qualifying in state/ national/ international level examinations during the last five years	[View Document](#)

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) during the last five years.

Response: 0

5.3.1.1 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-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	[View Document](#)

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Response:

The institution believes in student-centric execution of its academic and administrative activities by providing a platform for the active representation and participation of the students through various committees. Each committee is responsible for organising and participating in activities and events inside and outside the college. Students are designated in the position of President, Vice-President, Student club heads and sub co-ordinators and a faculty coordinator.

Objectives of Student representation in academic and administrative participation:

- To impart and develop leadership skills in students.
- To enable students to manage administrative tasks.
- Inculcating the spirit of social responsibility and motivate them to become good citizen and leaders.
-
- Students' skill and talents are discovered
- Paves way for students to become effective and successful leader.
- Conceive creative ideas in organizing inter and intra college activities
- Avenues and platforms to exhibit and showcase their talents
- Strengthens the mind to face competitive challenges with positive attitude

Student's representation on academic and administrative areas includes:

1. **Student disciplinary committee:** Two student representatives are identified to be a part of this committee along with a faculty member to help maintain discipline during regular college hours as well as during fest and events conducted in the premises

2. **Anti -ragging committee**: Two student representatives are identified to be a part of this committee along with a faculty member to keep vigil on the fellow-students and report any untoward activity/incidents.

3. **Anti-sexual harassment committee**: Two student representatives are identified to be a part of this committee along with a faculty member to ensure a harassment free environment.

4. **Student grievance redressal committee**: The committee deals with common problems related to academics and non-academics matters, victimization, harassment by students and teachers, class delivery, class discipline etc.

5. **Women empowerment committee**: Two student representatives are identified to be a part of this committee along with a faculty member to safeguard and create awareness on the rights of female students.

6. **Entrepreneurship Development Cell** - The ED cell helps the new age minds to accept the challenges of the real market situation and help them to conceive innovative ideas and practices to bridge the gap between theoretical approaches to applied research and also to develop mindset for start-ups**.**

7. **Sports and Games committee**- This committee has a sports captain and a vice-caption who along with the physical education instructor motivate and encourage students to take part in various state and national level competitions.

8. **Student Academic Committee** – Two student representatives are identified to be a part of this committee along with a faculty member to organize workshops, seminars and conferences at intra and inter college level. This experience accelerates their leadership qualities; helps gain valuable knowledge and understand the nuances of organizing a formal academic event.

9. **Student Activity Centre** – This centre encourages students to take part in their area of interest in intra, inter college competitions. The various clubs under it are: Dance club, Drama club, Music Club, Photography club.

File Description	Document
Any additional information	View Document

5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

Response: 31.6

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
51	30	28	25	24

File Description	Document
Number of sports and cultural activities / competitions organised per year	View Document
Any additional information	View Document

5.4 Alumni Engagement

5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Response:

The alumni association of the college was started in the year 2011 and is a registered organization. An association of graduates, or more broadly, of former students aims to create this very powerful network. Every student has something to contribute while in the institution and after graduating. Every year, the association conducts an annual get-together in the college, serving as a platform for the graduates to share their professional experiences and tips for the current students to excel in the corporate world, and pointers on how the learning from the college helped them get groomed professionally and contributed to building and shaping up their career.

Alumni Contribution – An alumni portal is created in the college website for better interaction and connection of the alumni. With the registered alumni association annual meetings are conducted for periodic interactions with alumni in the Institution. The alumni members act as a medium for placement activities. The members of the alumni association regularly interact with the Principal, training and placement office and the HOD's regarding the expectation of the industry needs to be met by the institution. Such inputs will support for the development of the institution. Alumni's are invited to give guest lectures on relevant topics connected to the market scenario. Alumni also facilitate in providing internship for students. Feedback given by alumni play an important role in structuring the academic policies.

Student Alumni plays a vital role to bridge the gap between academic and corporate that promote personal and career enhancement of students. This help the present students to have a positive impact on developing their personality, building up spirit of confidence, and a right attitude to face the mass challenges in an optimistic approach.

File Description	Document
Any additional information	View Document

5.4.2 Alumni contribution during the last five years(INR in Lakhs)
? 5 Lakhs

4 Lakhs - 5 Lakhs

3 Lakhs - 4 Lakhs

1 Lakh - 3 Lakhs

Response: ? 5 Lakhs

File Description	Document
Any additional information	View Document
Alumni association audited statements	View Document

5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

Response: 5

5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	1	1	1	1

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years.	View Document
Any additional information	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

Response:

The institution has an effective leadership in tune with the vision and mission to create premier-class professionals by imparting valuable education, exposing students to new ideas and inculcating in them a sense of professionalism. The institution assists staff and students to embark on a journey of intellectual and professional progress by promoting participative management in both academic and non-academic activities. Good governance and effective leadership is one of the promising key factors for the successful and sustainable growth of the institution. The leadership of the institution believes in participative management and strives to bring in a structured system of practice involving all the stakeholders. The institute has a well-defined perspective plan to achieve the vision and mission of the institution. The institution has the highest standard of transparency and accountability in tune to its vision and mission and accordingly strategies are executed.

Nature of Governance:

- The governing council members are decided as per the rules and ordinance of UGC.
- The governing council members form the supreme body, which monitors and evaluate the functions and day to day operations of the institution to impart quality education at the Institution.
- The governing council is ambitious and converts aspirations into outcomes.
- The Governing Council approves the mission and strategic vision of the institution, long term business plans and annual budgets in accordance with the interests of the stakeholders.
- The Governing Council monitors the institution's performance against the plans approved, and also benchmarks this against other institutions wherever possible.
- Governing Council must approve the budgetary allocation towards infrastructure, staffing and R and D.
- The Chairperson supports the head of the institution in the execution of the programmes.
- The frequency of meetings of the Governing Council is minimum once a year or whenever needed.

Perspective Plans

- To take decisions regarding the intake and addition or discontinuation of any program accordingly recommending the Principal to take formal steps with the affiliating body to put this into action.
- Fix the fee structure and any charges applicable in accordance with the recommendation of the Central Planning and Budgeting Committee and prescribed fee structure of affiliating university.
- Extension, Renovation or Procurement plans recommended by Central Planning and Budgeting Committee.
- Decide the promotions based on the self-appraisal of the staff members.
- Approve the budget and recommending necessary corrections.

Participation of the teachers in Decision making:

- The plans and policies of the institution are framed as per the collective inputs given by the management, principal and staff members and are implemented effectively for the academic year.
- Various support committees like the library committee, staff welfare committee, disciplinary committee, Advisory committee, Student Activity Centre etc., are created by the staff for the smooth functioning of the Institution.
- Any suggestions or recommendations of the committee members will be made to the Principal and decisions are taken accordingly.
- Teachers also participate actively in decision-making related to academics through staff meetings, and informal interactions.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.1.2 The institution practices decentralization and participative management

Response:

The college has decentralised structure for decision making in all academic and administrative operations. The quality policy of the college is designed by the top management which consists of the Chairman, the Principal, Head of the Department(s) and the IQAC coordinator who plan on its effective implementation.

The Chairman, the Principal, IQAC, and the Head of the Departments ensures the smooth functioning of the college. Participative management is practised in various initiatives. .For effective and smooth functioning committees are formed comprising of teaching staff, non-teaching staff as well as students in the smooth execution of all the event. Important developmental plans and activities related to committees are discussed by the Principal with all the committee members. . Plans are executed only after reviewing the suggestions from both the faculty and the students.

Meetings are consultative in nature and enable appropriate decision-making. A meeting with the management every semester and monthly meetings or discussions with the Principal enable the staff and students to participate and contribute to the personal as well as institutional growth. The Principal assigns specific duties to various academic and administrative bodies of the college on the basis of the suggestions made by the management. Senior faculty members are assigned the roles of mentors and counsellors both to the students and new faculty to minimize the centralization of authority. Sharing of responsibilities helps in faster decision making and likewise faster implementation of policy thus streamlining the academic process as well as the progress of the students.

The heads of the department have been given the freedom and authority to decide on the various activities related to academic and administrative work pertaining to their respective department. The departments

decide the equipment, projects, books and activities to be organised for the academic session under the guidance of the HOD or senior faculty members. The departments put up proposals about their department's requirements in the meetings or to the principal. These are in turn put up to the management for necessary financial sanction. After the sanction, execution is the sole responsibility of the management.

The students of the college take an active part in the governance of the activities in the campus. The student body consists of the President (Final year), Vice President (Final Year) and the Secretary (Second year). They are assisted by a group of class coordinators who represent their respective classes. This results in effective and proper execution of the work and promotes cooperation among management, staff and students.

Students' feedback is an important part of assessing the quality of teaching and every semester feedback from students are obtained to enhance the quality of education being imparted to them.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

6.2 Strategy Development and Deployment

6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

Response:

The institution has successfully deployed its entire strategic plan in an efficient manner. Facilities like better physical infrastructure, library with digital learning resources, student's activity centre, incubation centre, STP, Value added programs, centre of Excellence, indoor stadium and gymnasium. One of the Strategy deployed is the **academic plan of the institute** under which various committees are formed which addresses the quality of both academic and extra-curricular activities. Many academic quality policies are designed by the IQAC, and executed through various committees .Through these committees, the institute has continuously worked for the enhancement and improvement of academic functioning according to changing demands and requirements.

Objectives of the deployed strategy -Committees

1. To obtain a proper quality system for improvising the academic and administrative performance of the institution.
2. To benchmark highest quality in education for students to pursue in better careers and growth
3. To ensure participatory management by involving teachers in fulfilling the strategic plans.

Following are the committees of the college:

1. **Advisory Committee:** The Advisory Committee was formed for the effective implementation of the curriculum and the Teaching Learning Evaluation. The committee is formed by group of volunteers which comprise of subject experts and senior teachers. It also provides guidelines related to preparation of Academic plans and its implementation. This committee also acquaints the teachers with their roles and responsibilities. The committee identifies the best learning-teaching practices and provides suggestions.

2. **Time-Table Committee:** Every semester, this committee designs the main time table of each department as well as individual time table of every teacher. The committee ensures parity in the distribution of workload to the teachers. This committee also decides on remedial classes through which academic assistance can be provided to students.

3. **RESATT (Result and attendance improvement):** The RESATT committee was formed on with a view to monitor students and to improve their university results. The main objective of the committee is to identify and counsel students who are weak in academics and have low attendance. They are encouraged to attend special classes and remedial class conducted at the end of every semester. The committee meets after the internal exam to discuss the attendance and performance of the students.

4. **Mentor-mentee committee**: This committee assigns a mentor for every class. The mentor shares information gives guidance and provides support to the students of his/her respective class. It also helps a teacher to identify the personality of different students and customise their teaching strategies.

The faculty mentor provides the required support to teacher mentees in order to help them get familiarise with the work as well as the rules and regulations of the college.

1. **Examination Committee**: This committee is responsible for conducting internal tests and external university examinations in the institute. The committee is also authorized to make policy decisions with regard to organising and holding examinations.

Discipline Committee: This committee effectively addresses all issues related to students' misconduct in the college. Disciplinary actions are taken against students who violate the college rules and regulations.

File Description	Document
Strategic Plan and deployment documents on the website	[View Document](#)
Link for Additional Information	[View Document](#)

6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as

grievance redressal mechanism

Response:

Most of the policy matters of the institution are evolved by the Governing Council, while the management addresses the day to day functioning of the institution. The council comprises of members nominated by the University as per the rules. Apart from which the council has senior faculty members, heads of sister institutions. The college functions through various committees headed by the principal and co-ordinated by the IQAC and makes decisions related to workload, purchase of learning resources, framing of time table, admissions, calendar of events, organizing various activities involving more of students.

The principal is in charge of all the three departments, Library, Administration office, maintenance etc. The various departments and the other bodies are ably headed by the respective Heads. There are 3 Head of the Departments, each for a course, and for the administrative purpose there is an Administrator under whom there are administrative staff delegated with a specific job.

The library is headed by the Librarian supported by Asst. Librarian, the sports activity is headed by the physical instructor, the finance aspects are controlled by the Finance Director so also with HR, as the same goes with Training and placements.

Service Rules: The institution has framed and has followed the rules of the services of its employees as per the UGC, the affiliating university and the Government of Karnataka. The Services rule book is also made available in the website of the college. The selection process is done under the scrutiny of an expert team comprising of HR head, Principal, HOD, and subject experts

Promotional policies: Promotion is a way of rewarding successful performers with added job responsibilities to an employee who has accepted his/her role very well. The institution follows absolute impartiality and discrimination while administering the promotion and benefits of the same.

The Grievances Redressal Mechanism: This activity is functions through a committee comprising of faculty in charge and students. This committee attempts to address the real time problems and complaints of the students. The committee aims at promoting and maintaining a safe and unprejudiced learning environment.

The function of the this is to look into the complaints lodged by any student and judge its merit. Anyone with a genuine grievance may approach the committee in charge in person or in consultation with the officer-in-charge of the committee. In case the person is unwilling to appear in self, grievances may be dropped in writing in the letterbox placed at the College office.

The organizational structure is finely designed and accordingly the hierarchy of the staff, their service rules, promotion procedures, and recruitment policy and grievance redressal mechanism are well defined as per the University and UGC norms.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.2.3 Implementation of e-governance in areas of operation

    1. **Planning and Development**
    2. **Administration**
    3. **Finance and Accounts**
    4. **Student Admission and Support**
    5. **Examination**

A. All 5 of the above

B. Any 4 of the above

C. Any 3 of the above

D. Any 2 of the above

Response: C. Any 3 of the above

File Description	Document
Screen shots of user interfaces	View Document
Details of implementation of e-governance in areas of operation Planning and Development,Administration etc	View Document

6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

Response:

The governing council members during its meeting discussed on implementing various cell and committees for the smooth functioning of the institution. Various cells and committees were gradually established, headed by the teaching faculty along with student coordinators.

Student Activity Centre (SAC) under which the following clubs are formed

*Literary Club: The Literary club of the college, Epiphany, helps in tapping into the literary creativity of the students. The club ensures development and enhancement of talents with innovative activities for

creativity and self expression.

*Media Club: Media Club called Vector, is for those students who are passionate about graphic designs, Web, or interactive design, film-making, communication arts, and visual communications. *** Dance Club:** The purpose of the Dance Club is to provide opportunities for students to explore their interest in art of dancing and expression.

* Music Club: The music club provides an inclusive platform for budding musicians to meet, collaborate, and perform as a team and as individual performers.

*Drama Club: The club aims to hone the acting skills of drama enthusiasts, instill in them self-confidence and help them emote the right expressions.

*Photography Club: The club fosters growth of artistic outlook and technical knowledge, and gives a platform to young photographers to help capture different aspects of beauty through the camera.

*Creativity Club: The club is a hub for artistic activities like painting, drawing, collage, model making and provides a platform for expression of ideas in a creative way.

*Outreach club: The club has been created to reach out to the underprivileged section of the society. The members of the club with the support of management lend a helping hand to the needy in the form of services, donations, etc.

*Entrepreneurial Development Cell: This cell was created to motivate young students to share a platform and interact with entrepreneurs. The purpose of the cell is to equip and strengthen the required skills of a budding entrepreneur through interaction with other successful entrepreneurs.

*Eco-club: The eco-club of the college takes various initiatives to create environmental awareness among students.

Student Support Committee

*Discipline Committee: This committee has a faculty member and two student coordinators to look into disciplinary issues and help maintain order in the premises.

*Anti-Ragging committee: It is formed with an objective to prevent ragging of any magnitude and create an amiable environment for students to study in without any sense of fear or anxiety. This committee has a faculty member and two student coordinators to assist with all its activities.

*Anti-Sexual Harassment Cell: It is formed in order to prevent harassment of any kind verbal or physical, among staff or students. This committee has a faculty member and two student coordinators to assist with all its activities.

*Women Empowerment Cell: This committee is formed to educate and empower the female students to help them experience an egalitarian environment within and outside the institution. Various programmes like self-defence, inspirational talks and other programmes are conducted. This committee has a faculty

member and two student coordinators.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.3 Faculty Empowerment Strategies

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

Response:

The institution has always realized that a contented employee is an asset to the organization. Various welfare measures have been put in place to bring about a work-friendly environment as listed below:

1. Recreational trip for staff members.
2. Gifts for staff members during Dusshera and Diwali
3. Free transport facilities for staff
4. Concession in tuition fee for children of staff members studying in New Horizon Educational Institution
5. Staff Referral Incentives
6. Medical Insurance for teaching and non-teaching staff members (Tie-up with Sakra hospital)
7. Food and accommodation in hostel
8. Subsidized food accommodation for the security staff members
9. Birthday celebration of staff members
10. Clinic – immediate medical attention during any emergency
11. Reimbursement of children's book, bags, uniform, shoes, etc given to children of staff members whose income is less than 15000/- per month
12. Uniform for class IV employees
13. Maternity leave with two months paid salary: A teaching women employee may avail maternity for the duration of a semester. She may report back at the commencement of the next semester with full pay of two months only. Non-teaching women employees may avail maternity leave up to 90 days, both pre-natal and post –natal with full pay for two months only.
14. Ambulance facilities
15. Counselling services
16. Medical and Accident Insurance for the transport department staff.
17. Subsidised food for faculty in the college hostel mess.

Staff Welfare Committee: This committee provides assistance in the form of welfare schemes to the staff of the college under Employee's relief fund. Both Teaching and non-teaching staffs of the institution contribute a minimum amount as mentioned below.

1. Principal, Directors, and HOD's Rs-100
2. Teaching, non-teaching and technical staff members Rs50
3. Supporting staff members Rs-25

The members, however, are free to donate liberally to the fund.

Table Showing Staff Welfare Committee

Sl No	Name	Designation	Position	
1	Dr R Bodhisatvan	Principal	Chairman	
2	Mr H.N Suryaprakash	Administrator	Member	
3	Mrs Malathi Madhusudhan	Director-Accounts and Finance	Member	
4	Mrs Manjula V	Head-Human Resources	Member-Secretary	

Meetings:

Academic Year	Date of Meeting	No. of Members Attended	No. of Members A
2017-18	16-6-2017	4	Nil
2016-17	22-12-2016	4	Nil
2015-16	5-5-2016	4	Nil
2014-15	21-8-2015	4	Nil
2013-14	13-6-2014	4	Nil

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 89.62

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

2017-18	2016-17	2015-16	2014-15	2013-14
32	27	27	26	31

File Description	Document
Details of teachers provided with financial support to attend conferences,workshops etc. during the last five years	<u>View Document</u>
Any additional information	<u>View Document</u>

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 5

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
7	6	4	4	4

File Description	Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	<u>View Document</u>
Any additional information	<u>View Document</u>

6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

Response: 79.51

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
29	21	25	22	30

05-08-2019 02:47:30

File Description	Document
Details of teachers attending professional development programs during the last five years	View Document
Any additional information	View Document

6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

Response:

Feedback analysis process is one of the vital components for performance appraisal of an employee in an organisation. Faculty members of the college are assessed on their effective teaching methodologies by the students twice in an academic year which is a online process. The faculty is assessed based on important criteria's which cover all aspects of effective teaching methodologies.

Each question has the options with the credits within the brackets Excellent (5), Very Good (4), Good (3), and Poor (1). The overall rating is on the scale of 1 to 5. Once the feedback is collected and consolidated, the report is submitted to the Principal who holds a one-to-one meeting with the faculty members to discuss and offer his suggestions for improvement.

Self-Appraisal and Faculty Feedback appraisal form is another vital component for performance appraisal of an employee in an organisation.

Every faculty member fills a comprehensive self-assessment performa at the time of promotion or increment. The faculty maintains record of teaching delivery in the form of an academic file which consists of lesson plan, internal analysis report, CAPA report, etc. Records of college work, research and projects, publications are also maintained to calculate API scores. The same data is used for self-appraisal. The Principal verifies the information in self-appraisal form and after he evaluates and rates an employee's performance, it is forwarded to the HR department in consultation with the Chairman of the institution. For non-teaching staff a customised assessment structure is created based on their work responsibilities. Areas such as promptness, work knowledge, technical skills, team player, openness to learn new things, behaviour with stake holders, students , co-workers, colleagues etc., forms the parameter for the assessment.

The outcome of performance appraisal reports are as follows:—

- **Corrective Measures:** Matters related to the performance of below average faculty members are discussed by the Principal with the Head of the Department after every feedback. The points of discussion focus on the preparation of the subject, student-class control, methodology, etc. The concerned faculty is/are advised to improve by the next feedback and to work on the required areas.
- **System of Reward**: Faculty involved in effective teaching, excel in their areas and contribute towards the development of the institution are rewarded with an extra increment or promotion for achieving excellent teaching.

File Description	Document
Any additional information	[View Document](#)

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

The college is a certified and self-financed institution. It calls for regular internal and external auditing and maintains a transparent record of all financial transactions. Internal audit is conducted twice in a semester, an internal and an external one. The first audit is conducted in the beginning of the semester and the second one towards the end of the semester. External Surveillance Audit is conducted by Chartered Accountants. Vouchers, TDS, bills, quotations, purchase orders and authorization of payments are examined by the auditors. Quotations are sought from vendors, genuine ones are identified and the Chairman's approval is taken before finalising the vendors. The final approving authority for any financial transaction is the Chairman. Both the internal and external auditors also check the payrolls, attendance, Form 16, TDS deduction, documentation of tax proofs, etc. The external auditor for the institution is I.S Prasad and Co.

The external auditing goes on for six to seven days and after the completion of it a report is submitted to the college. Any kind of feedback or suggestion is intimated to the accounts department. The institute uses accounting software's such as Tally ERP9, Saral TDS, and has a record of maintaining error free accounts.

File Description	Document
Link for Additional Information	[View Document](#)

6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs)

Response: 0

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	[View Document](#)

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

The financial decisions and powers of the institution are delegated to the Principal, Director-accounts and Finance. Budget estimation for conducting various programmes like Guest Lecture, workshop, faculty development programme and seminar is estimated by a team of faculty members under the guidance of the Head of the Department. This exercise is carried out by taking the recurring and non-recurring expenditure requirement for the department for the academic year and submitted to the Principal. The approval is given on priority basis keeping in mind that all the sections of the proposal have a fair share. The comprehensive budget proposal is submitted to the management for final approval.

The Institution sanctions fund towards Infrastructure, Lab, Library, Teaching and non-teaching staff salary, Maintenance and Spares, Research and development, training and travel, sanction of budget to students club activities, industrial visits, registration fees at workshop/seminar/conference attended by both staff and students and other miscellaneous expenses. Proper documentation of every transaction is maintained to ensure transparency in the smooth running of the institute. Final authorization of any financial transaction is made by the Chairman, Managing Trustee of the institute. Audit is done by the Chartered Accountants at the end of the financial year.

File Description	Document
Link for Additional Information	[View Document](#)

6.5 Internal Quality Assurance System

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

Response:

1. Mentor-Mentee Role

a. Mentor for Students

b. Mentor-Mentee facility for newly appointed faculty

Objectives:

- To familiarise the newly appointed faculty members with the college environment
- To guide them on the policies and practices of the institution
- To help them get acquainted with the students
- To support them for timely preparation and completion of the syllabus

Functions:

The mentee can approach the mentor to discuss matters related to conduction of classes, maintenance of records and other relevant topics. The mentor guides the mentee about organisational policies, rules and regulation practised in the college. The mentor maintains record of report of discussions held during the semester and the mentee identifies the outcome of such discussion. A minimum of three meetings are held in a semester.

Outcome:

It helps the mentee to get familiarised with the organizational policy, customs and practices and can work comfortably. Subject training and delivery methodologies are made aware as the mentor shares the same domain. This saves the adaptability time for the new faculty.

Mentor–Mentee facility for students

Objective:

The College has the system of allotting a faculty member as mentor for each class. In the mentoring process, the mentor helps in both personal as well as professional inconveniences faced by the students. The mentor makes an effort to know and understand the goals and interest of a student to advance the educational and personal growth of the student.

Functions:

Every section has a class mentor who provides help to the students by guiding them in their studies, career plans and goals. The mentor makes the students feel comfortable in approaching them and sharing their personal and psycho-social issues. Support from the mentor makes them feel more confident and composed. Guidance to parents and personalized counselling to the students are provided by the Mentor. Mentor-Mentee provisions are practised on priority basis in the Institution. Mentoring records are maintained for each student which includes both personal and academic files.

Outcome:

Mentoring provides guidance and support to the students in their overall development. It helps the students to identify their weakness and convert it into their strength.

2. Organising regular seminar, conference and workshop for students and faculty to strengthen Research culture in the Institution

IQAC encourages the faculty members and students to actively participate in research activities. Faculty members are granted OOD facility to attend conferences/workshops conducted by other institutions. It motivates the faculty to publish research papers in UGC approved journals. Regular workshops are conducted for the students which guide them to prepare research papers and present them in seminars/conferences conducted by the college as well as organised by other institutions. Students are exposed to different forums like seminars and conference in order to have an exchange of ideas which would contribute towards their growth. Faculty members prepare at least two research papers yearly and publish it in UGC approved journals.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms

Response:

Preparation of Lesson Plan:

The teaching-learning process is continuously reviewed by the Institution. The teaching plan for the semester is effectively implemented as per the requirements. Faculty members are instructed to prepare their lesson plan in the beginning of the semester for their respective subjects. The lesson plan includes topics, planned date, content analysis, expected learning outcome, instructional strategies/ resource usage and the evaluation technique. Lesson plans are strictly followed by the teachers and it is monitored by the Head of the Department. The lecture delivery system is analysed with the help of lesson plan. Head of the Department takes rounds and observes lectures delivered by the staff regularly and reviews the progress of the completion of the syllabus in the staff meeting periodically. Teachers are expected to conduct extra coaching classes for slow learners. The Principal personally reviews the implementation of the academic calendar. Any discrepancy in the implementation is taken very seriously. Through these measures the teaching learning process and general discipline have improved. Review of learning outcome is done by taking feedback from the students. Oral feedback will be taken by the Heads of the Department and the Principal, and written feedback is also in practice. According to the students feedback corrective measures are taken by the Principal.

Mapping the Students according to their performance:

The RESATT committee was formed with a view to monitor students and improve their university results. Separate committee heads were appointed for BBA, BCom and BCA. The main objective of the committee is to identify, counsel students who are slow learners in academics and have less attendance and also to encourage them to attend special classes. The committee meetings are held after the internal exams to discuss the attendance and performance of the students. Based on the performance the students are classified as Q1, Q2 and Q3.

Q1-

The high performers are provided additional assignments, advanced level problems. Reconnect classes are conducted to help them excel in their academic performance.

Q2 –

Mediocre students are those who manage to pass or clear their subjects. They will be counselled by the class mentors and motivated to practise more for improving their performance.

Q3 –

Slow learners are students who need special attention. They are provided coaching through connect hours during the semester and Remedial class at the end of the semester. A continuous evaluation of their performance is undertaken by the faculty members by conducting frequent written and oral test. According to the requirement of students one to one coaching is also provided during the semester.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

Response: 2.6

6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	6	1	3	2

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	View Document
IQAC link	View Document

6.5.4 Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements**
2. **Academic Administrative Audit (AAA) and initiation of follow up action**
3. **Participation in NIRF**
4. **ISO Certification**
5. **NBA or any other quality audit**

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: C. Any 2 of the above

File Description	Document
Details of Quality assurance initiatives of the institution	[View Document](#)
Annual reports of institution	[View Document](#)

6.5.5 Incremental improvements made during the preceding five years *(in case of first cycle)* **Post accreditation quality initiatives** *(second and subsequent cycles)*

Response:

The Institution's quality enhancement initiatives in the academic and administrative domains had made an incremental improvement and progression in the last five years.

Curriculum Delivery: The institution meticulously develops academic action plans for effective implementation of curriculum delivery. Before the commencement of each semester, the institution conducts meetings with the staff members of all the departments to develop and implement strategies for effective curriculum delivery. Centre of Excellence was established with industry collaboration. These practices on curriculum have scaled up a systematic and effective administration .Over the past five years the college has witnessed improvement in the student's academic performance.

Teaching Learning Process: The institution gives utmost care to teaching learning process. In sync with the university calendar of events and college academic calendar, the syllabus, value added programs and extracurricular activities will be completed in time without any intervention as per the scheduled dates. The classroom teaching is enabled with ICT. Special coaching classes are conducted for advance learners to secure university ranking and for slow learners connect hours are conducted after regular class hours to enable them to perform better. Such initiatives has tremendously improved the overall performance of the students as well increased the overall results.

Research Culture:

The institution has a research cell and a research committee to promote research activities to encourage faculty members to publish papers in reputed journals and submitting proposals. The research committee facilitates and monitors research projects and their related activities. As a matter of fact the yearly increment is based on compulsory publication of research papers. Some of the faculties have also authored and published books in the last five years. The researchers are financially supported for organising and attending the research activities like workshops, seminars, conferences, faculty development programs etc., the allocation of funds depends on level of the activity, number of participants and duration of activity. Researchers are provided with seed money to initiate the research work. Funds are provided for patents and research publications within India and abroad. The registration charges, travelling and other allowances are reimbursed. An incentive is offered to the principal investigator for submitting research proposals. The

amount allotted depends upon Research Grant received in the last five years, the quantity and quality of research papers published have improved.

Admission to students

Admission of students are done through a single window as per University norms. The Institution ensures wide publicity and transparency in the admission process through prospectus, college website and advertisements in all leading national and regional daily newspapers. The prospectus and application form are uploaded in the college website. The college has participated in various educational fairs. The college has established a counselling centre for admission related queries. The admission committee gives complete information about the range of courses, eligibility criteria and process of admission as well as the academic support facilities provided by the institution to the parents and candidates who come for enquiry of admission .The admissions have increased year by year for all the courses.

Student progression

The institution provides merit scholarship to meritorious students every year based on their academic performance. With intense support and efforts from the teacher to the students the college has seen a high pass percentage in the university examinations. This qualifies more number of students in receiving merit scholarship resulting in the academic performance.

Student Activity Centre

This is solely run by the students and has seen a considerable increase in activities in the last five years. From the Dance, Music and Drama Clubs the college has gone on to incorporate more talent-inclusive clubs like the Photography Club, Literary Club, Fashion club and the Media Club.

File Description	Document
Any additional information	View Document

05-08-2019 02:47:32

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

Response: 11

7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	2	2	3	2

File Description	Document
List of gender equity promotion programs organized by the institution	[View Document](#)
Any additional information	[View Document](#)

7.1.2

   1. Institution shows gender sensitivity in providing facilities such as:
      1. Safety and Security
      2. Counselling
      3. Common Room

Response:

Gender sensitivity:

The College has a zero tolerance policy towards any discrimination or harassment meted out to the female students. It ensures a safe, secure and comfortable environment where the students can pursue their academic dreams without any inhibition or fear of exploitation.

   1. **Safety and Security**:

The College is committed to provide a safe and conducive work and academic environment to students and its employees and is extremely alert to matters pertaining to any kind of harassment and gender bias. The college has an Anti-ragging and an Anti-sexual harassment committee formed as per the U.G.C. guidelines. Anti-ragging Committee is headed by a faculty along with student volunteers who ensure that there are no instances of ragging anywhere in the campus. Anti-ragging posters are prominently displayed within the campus/building with help line numbers of staff to be contacted during any emergency. Anti-ragging awareness programmes are conducted at regular intervals. Main gates are guarded and entry points

are screened by security staff. It has been made mandatory that students shall enter the main gates only by wearing identity card in order to avoid strangers. Campus is under CCTV surveillance at every point; we have round the clock security at all entry points to stop trespassers. As a precaution alcohol meters are used to check entry of students under the influence of alcohol. Hence safety and security of all the students and staff is of foremost concern in the campus and institution.

1. **Counselling**:

New Horizon College has consistently strived to address contemporary issues like gender, women concerns, safety and security etc. through the various seminars, workshops and awareness programmes. Students 'experiences at college are designed to facilitate self-development and nurture them so that they become aware, active and energetic members of the community. The anti-ragging and anti-sexual harassment committee heads are vigilant and always available for students to bring forth their concerns and have them addressed amicably. The Head of the institution monitors all activities and training programmes related to safety and security organized in the college. Experts are invited from the industry to conduct workshops and various sessions related to women safety like self-defence, cyber-crime, and police training and so on.

1. **Common Room**:

An exclusive common room for female students is made available in the college to rest at the time of sickness. However there is a common waiting area available for students to be at leisure for a recreation stay in the campus. Rest room facilities are available for both boys and girls. Separate rest rooms are provided with required facilities to faculty members. Participation of female students in intra and inter-institutional competitions and cultural activities are encouraged. Separate hostel for boys and girls with proper safety and security provisions are arranged. Reading room is available at central library common to all within the campus. The college provides a safe and peaceful atmosphere to the students with complete security.

File Description	Document
Any additional information	[View Document](#)

7.1.3 Alternate Energy initiatives such as:

1. **Percentage of annual power requirement of the Institution met by the renewable energy sources**

Response: 9

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

Response: 2.16

7.1.3.2 Total annual power requirement (in KWH)

Response: 24

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	[View Document](#)

7.1.4 Percentage of annual lighting power requirements met through LED bulbs

Response: 100

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 2.876

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 2.876

File Description	Document
Details of lighting power requirements met through LED bulbs	[View Document](#)

7.1.5 Waste Management steps including:
- **Solid waste management**
- **Liquid waste management**
- **E-waste management**

Response:

The institution displays sensitivity to issues like climate change and environmental issues. It adopts environment friendly practices and takes necessary actions such as – energy conservation, rain water harvesting, waste recycling, carbon neutral etc. The environmental consciousness is given priority at the time of making strategic plan for development. The college realizes the necessity for creating awareness on eco-friendly atmosphere among the students so that they can practice such ideas in their personal lives. The institution aspires to create a Clean and Green Campus. To ensure this, it is taking necessary steps to launch green audit. The inmates are fully aware and conscious of the after-effects of the campus pollution and aspire to practice eco-friendly initiatives to have a healthy on-campus atmosphere. The institution takes all measures and precautions to ensure the campus is free of plastic materials and other harmful wastes. The institution follows the policy of Reduce, Re-use and Re-cycle. Separate dustbins are provided in the campus for dry and wet wastage. The institution further takes precautions to maintain tranquillity in the campus. Honking is strictly prohibited in the campus. Trees are planted where-ever possible in the entire campus which keeps the campus serene, green, shady, and cool. The institution invests a sufficient amount to make the campus green, clean and eco-friendly.

Solid waste management -the accumulated dry or wet waste in the campus are segregated in different

dustbins maintained in 3 different colours - Red colour for domestic hazard waste, blue colour for non biodegradable waste and green colour for biodegradable waste, and are placed in each floor .Posters are displayed insisting the students to drop the waste accordingly.

The dustbins are emptied by the housekeepers and it is dumped in the space provided by the college. The maintenance department will collect the food waste of cafeteria effluents, and such waste will be dumped in the plant which can treat 100 kg per day, and converted into powder within 72 hours and the same is sent to the fields as manure. An authorized person for this purpose will be contacted and the same will be collected by them and are disposed without causing pollution to the environment. Dry leaves are not burnt but reused as manure.

Liquid waste – Sewage treatment plant was installed on 1-9-2012. Nviro Elements Private Ltd is the contractor for installation and maintenance of plant. The Water Purification Plant which purifies and treats the sewage water and cafeteria effluent is then reused in areas like the garden and sports field. Informative Posters are put up in all departments educating students regarding the necessity of water conservation

Hazardous Waste Management: The College does not produce hazardous waste.

E-waste Management: The different types of e-waste generated like damaged C.D.s, C.P.U.s, Hard Disk Drives, Monitors, Keyboards, Cables, Cartridges, etc. are collected together and handed over to an external e-waste agency for disposing them.

Thus the college promotes eco friendly environment by organising Significant Initiatives for protecting environment from pollution. Eco club was formed and activities on recycle, reuse was conducted. Best out of waste events were organised. Green day is celebrated every year during odd semester. On 8th July 2015 college celebrated Vanamahothsava. Planting of 45 saplings was done on the divider of Outer Ring Road for a stretch of 200 meters from New Horizon College bus stop till Kadubisanahalli under pass. Eco-friendly jute files and recycled note pad made from unused papers in the answer sheets of internal examinations were given to the participants of the State Level Conference held on 10th April 2015.

File Description	Document
Any additional information	View Document

7.1.6 Rain water harvesting structures and utilization in the campus

Response:

Rain water harvesting is an imperative priority to the institution. Rooftop rain water harvesting is the technique used in the campus through which rain water is collected and stored in the storage tanks through pipes connected with filters approved by the government. The stored water is made available for daily use. It is one of the methods used to conserve and preserve water with the nature's support and used for domestic purpose. Since rainwater is naturally pure, it does not require any softening process. The storage water is checked and cleaned regularly. The downpipes are periodically inspected and cleaned carefully. Regular maintenance is carried out to ensure hygienic condition of the stored water. The rain water harvest storage tanks are covered properly to prevent it from dust, mosquito breeding, evaporation loss, contamination and formation of algae etc., which may lead to diseases. The stored water is used in toilets for flushing out for hand wash in rest rooms, for hostel sanitation purpose, for gardening, for cleaning the campus and its surrounding etc., this practice augments the amount of water available in the campus with low cost involved for its maintenance.

The rain water gets collected at every block and fed into a rain water harvesting tank to preserve the underground water. From the tank water is carried to overhead tanks and used for various purposes. Rain water is collected in 8 tanks installed right behind the college building which has a capacity of 2000 litres. Overhead tanks are of the capacity of 5000 litres. 90 % of water used in the building is through rainwater harvesting.

File Description	Document
Any additional information	[View Document](#)

7.1.7 Green Practices
- **Students, staff using**
a) **Bicycles**
b) **Public Transport**
c) **Pedestrian friendly roads**
- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

Response:

The institution displays sensitivity to issues like climate change and environmental issues. The foremost practice of the institution is Clean, Green and Eco-friendly campus. It adopts environment friendly practices and takes necessary actions such as – energy conservation, rain water harvesting, waste recycling, carbon neutral etc. The environmental consciousness is given priority at the time of making strategic plan for development. The institution aspires to create a Clean and Green Campus. To ensure this, it is taking necessary steps to launch green audit.

The inmates are fully aware and conscious of the after-effects of the campus pollution and aspire to practice eco-friendly initiatives to have a healthy atmosphere in the campus .Honking is strictly prohibited in the campus.

- **Students, staffs using Bicycles -** The Staff and Students are encouraged to commute by bi-cycles to the college. The college realizes the necessity for creating awareness on eco-friendly atmosphere among the students so that they can practice such ideas in their personal live too.

- **Public Transport** -The College encourages students to commute by public transportation to reduce air pollution caused by individual vehicles. The college provides transportation facilities for students who are located at far distance .This reduces the usage of students own vehicles and avoids traffic and also provides safety to the students .The college provides transportation facilities to students for outreach activities and for local Industrial visits.

- **Pedestrian friendly roads** -all roads are paved and landscaped and are pedestrian friendly.

- **Plastic free campus** -Paper cups and eco-friendly products are used in the college canteen and cafeteria to minimize the use of plastic made products. The plastic accumulated in the college is collected and handed over to the contractors for recycling. The institution takes all measures and precautions to ensure the campus is free of plastic materials and other harmful wastes. The institution follows the policy of Reduce, Re-use and Re-cycle.

- **Paperless Office:** The College has switched over to paperless communication and maintenance of data/information. This practice has reduced office waste besides saving time and has helped to safely store important documents, data etc. Most of the communication and information are maintained digitally. This helps in saving water and trees.

- **Green landscaping with trees and plants** - Trees are where-ever possible in the entire campus which keeps the campus serene, green, shady, and cool. The institution invests a sufficient amount to make the campus green, clean and eco-friendly. The college campus is filled with diverse types of flora. Varieties of new saplings of plants are planted every year. Campus is surrounded with greenery and various awareness programmes are conducted to keep the campus and surrounding area clean and green. Regular plantation of trees is done to maintain greenery and to induce carbon neutrality. Faculty are encouraged to car pool, thereby decreasing carbon footprints.

File Description	Document
Any additional information	[View Document](#)

7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

Response: 1.68

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
4.89	4.95	4.25	1.93	0.63

File Description	Document
Details of expenditure on green initiatives and waste management during the last five years	<u>View Document</u>

7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. **Physical facilities**
2. **Provision for lift**
3. **Ramp / Rails**
4. **Braille Software/facilities**
5. **Rest Rooms**
6. **Scribes for examination**
7. **Special skill development for differently abled students**
8. **Any other similar facility (Specify)**

A. **7 and more of the above**

B. **At least 6 of the above**

C. **At least 4 of the above**

D. **At least 2 of the above**

Response: A. 7 and more of the above

File Description	Document
Resources available in the institution for Divyangjan	<u>View Document</u>
Any additional information	<u>View Document</u>

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

Response: 3

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	2	0	0	0

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	
Any additional information	

7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

Response: 14

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
3	3	2	3	3

File Description	Document
Report of the event	

7.1.12
Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff

Response: Yes

File Description	Document
Any additional information	
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	

7.1.13 Display of core values in the institution and on its website

Response: Yes

File Description	Document
Any additional information	[View Document](#)
Provide URL of website that displays core values	[View Document](#)

7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations

Response: Yes

File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	[View Document](#)
Any additional information	[View Document](#)

7.1.15 The institution offers a course on Human Values and professional ethics

Response: Yes

File Description	Document
Any additional information	[View Document](#)
Provide link to Courses on Human Values and professional ethics on Institutional website	[View Document](#)

7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions

Response: Yes

File Description	Document
Any additional information	[View Document](#)
Provide URL of supporting documents to prove institution functions as per professional code	[View Document](#)

7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years

Response: 34

7.1.17.1 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
10	8	6	5	5

File Description	Document
List of activities conducted for promotion of universal values	View Document
Any additional information	View Document

7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities

Response:

As a respect to the bravery hearts of our nation, the college celebrates national festivals, birth anniversaries and memorials of great personalities of the nation, remembering their sacrifices and achievements for our country. A tribute and session knowledge is conducted by the college regularly and Buildings in the campus are named after brave heroes/freedom fighters/soldiers who lost their life for a noble cause.

Hemu Kalani, the unsung freedom fighter is remembered and celebrated every year on 23rd march. The college building is named 'Hemu Kalini' as a permanent tribute of his sacrifice for our nation. Importance of Swadeshi and Desh Prem videos are screened for the students and teachers. Teachers' Day on 5th of September is celebrated with pomp in the campus. Teachers and students speak and discuss the great teacher Dr. Radhakrishnan, president, thinker and the best teacher the nation ever produced. Teachers are honoured and appreciated by the management and students on this occasion. The college also celebrates the birth anniversary of the martyr and son of soil Sandeep Unnikrishnan on 15th March every year. His devotion and bravery chapters are discussed on this day and a tribute video is screened too. The nation admits the strength and talent of youth on 12th January as it is the birth date of 'Youth Icon of India' Swami Vivekananda. The college celebrates in a grand style exhibiting the talents of students in the campus. Young achievers in sports, cultural, subjects, arts and many more are projected and appreciated by all. The college celebrates Gandhi Jayanthi on 2nd October every year in remembrance of the birth anniversary of Mahatma Gandhi – Father of Nation. The principles and teachings of Gandhiji are discussed on large scale by the students and teachers. His struggle and finally achieving the freedom with devotion is highlighted in the event. Apart from great and greatest personalities of the nation, the college also remembers and celebrates scientists, leaders, educationist and writers of the world. The above stated activities are organised by the staff and students in the college.

File Description	Document
Any additional information	View Document

7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions

Response:

As the college is affiliated to the Bangalore University, the institution strictly abides the statutory regulations of the University. The college has facilitated its functioning in a transparency mode and the required information is available on the college website complying with the requirement of the University. The Institution operates with integrity in its financial, academic, administrative and auxiliary function as the evidenced by the policies regulated.

Financial transparency – The financial statements are regularly audited by internal auditors regularly and will be reviewed by the external auditors. An error free system of accounts is practiced.

Academic Audit - Every semester end there is an audit done by the IQAC on academic file which includes the lesson plan, the completion of syllabus, attendance register, mentoring records, study materials and other supporting documents for classroom teaching etc., The examination committee conducts two internal test for internal assessment marks and according to the performance of the students marks are allocated . Assignments and attendance are also linked with the internal marks, and students have transparency on their internal marks.

At the semester end attendance will be displayed for the students on the notice board. A student shall be considered to have satisfied the requirement of attendance for the semester, if he/she has attended not less than 75% in aggregate of the number of working periods in each of the subjects compulsorily.

Administrative and Auxiliary Transparency- the college has personnel policies and guidelines with regards to the working conditions of the faculty, staff and students. The policies are fairly implemented and readily accessible to all employees .A handbook is provided to the employees which gives the complete rules, regulations, welfare scheme and guidelines of the college.

The college gives wide publicity about admissions for degree students through college website, displaying on college notice board, advertisement in newspaper, social media etc. The admission process is based on the guidelines set by Bangalore university and there are teaching faculties seated at the admission time ,counsel the candidates by giving appropriate information on the courses and the fee structure of the institution.

College organises orientation day programme for the first year students and parents where the principal of the college addresses the gathering and keep them well informed about the college norms, regulations and its functioning.

7.2 Best Practices

7.2.1 Describe at least two institutional best practices (as per NAAC Format)

Response:

Best practice - 1

- Title of the Practice --   Merit Scholarship
- Objectives of the Practice -

i) To encourage students to excel in academics for scoring highest marks.

ii) To support and encourage the meritorious students belonging to economically weaker section to pursue their higher education

iii) To target those deserving students for admissions who are academically proficient but have challenges in paying the fees.

Outcomes

1. students have scored 100/100 in most of the practical subjects
2. students overall performance have improved drastically compared to their previous records
3. students ensure to take up extra coaching to get good scoring
4. Students have excelled in their academic forum.
5. Many students have received merit scholarship and continue to receive the same on regular basis by qualifying themselves in the university examinations.

- The Context – The college offers meritorious scholarship to identify promising, worthy talented students from all diversified streams of section irrespective on gender, caste, religion etc. This scholarship brings in a boost of morale amongst the students to score good marks and place themselves on intellectual forum and besides to get placed in reputed companies through campus placements. Scholarships are also provided for deserving merit students at the time of admission every year.

- The Practice – Indian higher education is in need of radical reforms, enforcing higher standards of

transparency through stronger institutional responsibility for prioritizing efforts in broadening the student choices according to the growing need of the economy. To awaken the young minds to get placed in a quality education system, the college is targeting the merit students to get admission on scholarship basis. Students are given extra coaching beyond the college working hours where students are benefitted to score more marks and avail this premium scholarships. Merit scholarship aimed at the highly visible and coveted students for their academic excellence. This scholarship brings in certain level of prestige and recognition for students on the basis of achievement and exceptional level of performance in academics.

Special mention could be made of the scholarship provided to students belonging to defense personnel's.

1. **Evidence of Success** - The outcome of this scholarship initiative have driven a strong willpower among students to score 100/100 with tremendous hard work and dedication. Having won an academic scholarship is a proof of commitment to excellence and hard work reflecting an impressive resume for a good placement. Scholarships aids as a financial assistance for students from economically weaker section of the society. It also acts as a sign of welcoming students for admissions in pursuing the higher education from diverse backgrounds. Merit scholarship awards, gives an accomplishment to the students for their own potential achievement in their academic tenure to foster their goals. Students owning such scholarship, confirms their capability as an intellectual and strong skilled person.

2. **Problems encountered and resources required** - There were no major problems encountered. However we had an issue regarding the free ship for toppers. Earlier it was announced as 100% free ship for college topper and 50% free ship for any student who scores 100% marks in the subject, there was a conflict whether it will be 100% / 50% waiver on total fees or only tuition fees. As the free ships are on a per annum basis it seemed to be a significant amount hence the college, in view of financial commitment, confirmed that it will be 50% free ship on tuition fees only. Merit awards mainly require financial resources and the college has always been keen on maintaining sufficient funds for students' welfare and encouragement.

1. Title of the Practice –Rain water harvesting

2. Objectives of the Practice

- To collect and utilise rainwater for various purposes
- To reduce consumption of groundwater for a healthy environment
- To reduce waste of rainwater by storing it for future use

Outcomes

- Harvested water used in the washroom, gardening, sanitation, etc.
- No shortage of water on the campus
- Better utilisation of natural resource
- Reduction in water bill

3. Context: Environmental consciousness is given priority at the time of making strategic plan for development. The institution aspires to create a Clean and Green Campus and to ensure this rain-water

harvesting is a practice adopted by the institution. Rooftop-rain water harvesting and Ground Rain Water Harvesting are the techniques used in the campus.

4. Practice: Rooftop rain water harvesting: Through this system, as mandated by the government, rain water is collected and stored in the storage tanks through pipes connected with filters. There are 8 tanks with a capacity of 5,000 litres each which together amounts for 40,000 litres.

Ground Water Harvesting: There are two underground tanks in the campus. The rain water collected in every block is fed into a rain water harvesting tank to preserve the underground water. This helps the water level increase by 20 percent. Each tank is 10X10 feet square and is 8 feet deep.

It is one of the methods used to conserve and preserve water with nature's support and utilised for domestic consumption. Since, rainwater is naturally pure, it does not require any softening agents. The stored water is checked and cleaned regularly. The downspouts are periodically inspected and cleaned carefully. Regular maintenance is in practice to maintain hygienic condition. The storage tanks holding harvested rainwater are covered properly to protect the water from dust, mosquito breeding, evaporation loss, contamination and formation of algae leading to spread of diseases.

5. Evidence of Success: The stored water is available for daily use. The stored water is used in flush tanks and wash basins in restrooms. It is also used in hostel sanitation, for gardening, for cleaning the campus and its surroundings. This practice augments the amount of water available in the campus with minimum cost involved in maintenance.

6. Problems encountered and resources required

Except for the initial cost, no problems were encountered.

Best Practice 2

1. **Title of the Practice** – Alumni Association

2. **Objectives of the Practice**

- The purpose of the association is to encourage alumni to have a close and continuous tie with the college.
- To create a platform for alumni to share their views and ideas.
- To participate in the overall development of the college.
- To gain help and support from alumni for recruitment/hiring, referrals of students.

05-08-2019 02:47:37

- To benefit from the skills and experience of the alumni

Outcomes:

- More alumni are registering themselves to become members of the Alumni Association.
- Interaction between alumni and students has increased
- A more supportive alumni body is in existence
- Better exchange of ideas and experience among the alumni, students and management

3. Context:

- The Alumni Association aims to act as a bridge between the college and the outside world, foster and encourage friendships, extend help to the students and faculty, assist the college in their progress and development, establish a good rapport between the management, staff, students and the public, extend a helping hand in every possible way and celebrate the success of the college, as one. The aim of the association is to create a platform for alumni community to come together to share their rich corporate experience, build networks and acquaint the students with the pre-requisites of an ever-evolving employment scenario. The Alumni Association - an association of graduates, or more broadly, of former students aims to create this very, powerful network.

4. Practice

New Horizon College, Marathalli, Alumni Association (NHCMAA) was started in the year 2013 with the belief that each and every student has something to contribute while in the institution and even after graduating. At present, 289 students have registered themselves with the association. Every year, the association conducts an annual get-together in the college, serving as a platform for the passed out students to share their professional experiences and tips for the current students to excel in the corporate world. Such exchange helps the students get groomed professionally and contribute in building and shaping their career.

5. Evidence of Success:

A number of alumni have registered themselves with the Alumni Association and are in touch with the college. During Alumni Meet, alumni from different batches turn up and share their experiences with the students. The association has been able to provide an opportunity to nurture relationships among the alumni and the current students. Such network among the alumni, students and the college increases the chances of employment and acts as invaluable tool for young graduates.

6. Problems encountered and resources required

Problems were encountered during the initial stage of the creation of Alumni Association. Getting in touch with all the students was a challenge as many had changed their number, shifted to different cities and countries. For those who were working in another city or country it was not easy to travel to attend the alumni meet. Time constraint was another challenge. Since most of the alumni are working it is hard for

them to find time from their tight work schedule to attend the meet.

Best Practice 3

1. Title of the Practice – Parent Teacher Association

2. Objectives of the Practice

- To encourage parents/guardians to be involved in the education and development of their children
- To provide an active communication link between students, parents/guardians and the college
- To seek valuable input from parents for the development of college policies.
- To provide a forum through which teachers and the Principal may be advised on any matter relating to the college
- To provide a forum through which the Principal and the Board of Management may inform parents/guardians about issues discussed at board level
- To seek the valuable feedback from the parents for the enrichment and improved delivery of the curriculum, thereby promoting the development of the institution.

Outcome

- There is better exchange of views and concerns regarding the ward/student
- It has helped develop mutual trust, understanding and support
- It has helped teachers in understanding the students from the perspective of the parents and vice versa
- Students have shown more commitment and sincerity towards their academic life with the involvement of their parents
- It has helped parents review the performance and behaviour of their wards
- The involvement of the parents has helped teachers get acquainted with social, financial or cultural problems the students may be facing.

3. Context

The Parent Teachers Association of New Horizon College fosters an effective interaction between parents/guardians of the pupils and the principal, class mentor and the staff to discuss matters on educational, moral and spiritual well-being of the pupils. The powerful body Parent Teachers Association promotes the involvement of parents to develop review and revise their ward's holistic growth at college. Having a sound policy in place about parent/teacher involvement ensures that the doors of communication are open to both parents and teachers to work together and to enhance the positive attitude toward the college among parents.

4. Practice:

With the above objectives in mind, the Association meets once in every semester to discuss the regular functioning of the college and the progress of pupils. The parents are welcome to meet the Principal at any

point of time during the college hours in case of any pressing need. One parent of one pupil from each section/class is elected as the member of Parents' Teachers' Association.

The parent-teacher meetings delve into relevant topics such as academics, value added programmes, internal assessments, and attendance and have helped bring about many positive changes. The concerns and issues raised by the parents are taken into account and every effort is made to resolve the same.

5. Evidence of Success:

Technology has come to play an important role in updating and involving the association members of events and schedules as decided by the college. A whatsapp group and a Gmail account have been created to ensure receipt of all information/notices circulated among students. One parent of one pupil from each section/class is elected as the member of Parents' Teachers' Association. The response from the association members is encouraging and discussions are fruitful.

6. Problems encountered and resources required:

Certain issues raised by the parents could not be resolved as they dealt with University regulations. The association was unable to involve parents outside Bangalore as it was not possible for them to travel and also because of time constraint.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

7.3 Institutional Distinctiveness

7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Response:

The institution is striving to imbibe and inculcate the professional development programmes   for the students to enhance professional acumen and enrich their career with professional development skills. These certification programs offered to the students will bridge the gap between the college academic education and ever changing industry requirements. By taking up such professional courses/programmes the students gain strong intellectual insight on the subjects beyond curriculum. The need of an hour is to have practical learning skill, addressing to this need our college offers various value added programmes to the students. These programmes build a strong credibility and nurture the young dynamic minds with leadership abilities, critical and analytical thinking capacities, and problem solving capabilities, decision making, technical skills, confidence in presentation and communication before they could step in to the corporate world. Life skills sessions, soft skills, personality development programmes, values of society

and market awareness are visualised to the students before they take up jobs. The institution has a complete student centric approach in place.

The programs to be offered will be discussed with the placement department. The placement department will list the requirements of current market scenario, the nature and scope of job availability and its description, the importance of technical skill and the soft skill etc. Accordingly the professional programs will be added in the academic calendar designed by the college along with the curriculum of university. The college will identify the competent vendors from corporate and according to the need of placement department, proposals and MOU'S will be signed between the college and vendors as per the terms and conditions.

With a blend of curricular, co-curricular and value added activities every student is encouraged to explore and reach their dreams. To support this transformational engagement, the campus spreads a canvas large with right tools – spacious class rooms, healthy teacher-students ratio, high-tech computer lab, rich library, centralized e-library, auditorium, discussion rooms and frequent industry interactions.

Students are getting exposed to the practical world by getting themselves involved in various activities and take up lot of initiatives and organises events which embarks their quality of leadership as well as the completion of task within the time frame. Adding on to it, the college provides opportunity for each student to become responsibly independent and effectively interdependent in order to serve themselves and be part of the society. The institute has structured itself in aligning the staff members and students to create empowerment, liberate the thought process and to be more creative in connecting themselves with the techno world. The programmes offered to the students include the following:

a) Attitude and Behavioural

b) Software Testing certification course (For BCA

c) Hardware and Networking course (For BCA)

d) Tally ERP 9 Certification course (BBA and BCOM

e) Certification on Data Analytics(BBA and BCOM

f) Common Admission Test training program (For BBA andBCom)

g) Common Proficiency Test

 h) **Diploma in Capital Market**

h) Digital Marketing Course

With the above professional programs stated the calibre and energy of the students in terms of their growth has established a strong bound of a connect in terms of Alumni Association where the alumni's express so much of positive acts of the college and its extended and timely alarmed support in connect with value added programmes offered to them. Placement assistance is extended to the deserving and the department meticulously conducts training programs to all the final year students and ensures that they are rightly placed with reputed companies with a decent pay scale. There is a shift in the teaching paradigm from paedogy to andragogy, making the teaching more industry oriented and nurturing soft skills. More of participatory teaching and industry based teaching learning is encouraged by the IQAC. Thus the institution is distinctive to its vision, priority and thrust by believing in imparting the right kind of education with extraordinary performance.

File Description	Document
Link for Additional Information	View Document

5. CONCLUSION

Additional Information :

The current scenario in the educational field our institution is gearing and keeping itself abreast of the challenges in higher education. Our college is making all efforts to align itself to the innovative teaching-learning approach. New Horizon College being one of the very reputed institution in the state of Karnataka will continue to enrich all allied activities in the form of value added and other co-curricular activities in a more serious mode. The college will focus more on research and projects for sustainable growth.

Concluding Remarks :

The college has continued to provide the best of the facilities and support systems to the desired levels of modern education. Located in the hub of the most reputed business giants, the college has planned to build an additional block next to the existing building to accommodate and meet the growing demand of the courses.

Since our college fall under the affiliated body, flexibility is inevitable in term of curriculum but however a lot of changes have been made with regards to the value added programs which has truly contributed to the placement percentage.

The staff and students of our college are been working towards societal engagement and will strive further to engage in more community and social activity to make a difference to the society and nation building.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
1.2.3	Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years 1.2.3.1. Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years Answer before DVV Verification: <table><tr><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td><td>2013-14</td></tr><tr><td>1182</td><td>1001</td><td>706</td><td>437</td><td>271</td></tr></table> Answer After DVV Verification : <table><tr><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td><td>2013-14</td></tr><tr><td>814</td><td>763</td><td>698</td><td>529</td><td>515</td></tr></table>
1.3.2	Number of value added courses imparting transferable and life skills offered during the last five years 1.3.2.1. Number of value-added courses imparting transferable and life skills offered during the last five years Answer before DVV Verification : 42 Answer after DVV Verification: 16
1.3.3	Percentage of students undertaking field projects / internships 1.3.3.1. Number of students undertaking field projects or internships Answer before DVV Verification : 419 Answer after DVV Verification: 314 Remark : BCA projects stated as part of this metric have been excluded and numbers edited accordingly
2.1.2	Average Enrollment percentage (Average of last five years) 2.1.2.1. Number of students admitted year-wise during the last five years Answer before DVV Verification: <table><tr><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td><td>2013-14</td></tr><tr><td>408</td><td>403</td><td>401</td><td>385</td><td>325</td></tr></table> Answer After DVV Verification : <table><tr><td></td><td></td><td></td><td></td><td></td></tr></table>

2017-18	2016-17	2015-16	2014-15	2013-14
408	403	401	385	325

2.1.2.2. Number of sanctioned seats year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
470	560	560	560	440

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
470	560	560	440	380

Remark : The numbers have been verfied from the sanction letters provided and edited accordingly.

2.2.3	Percentage of differently abled students (Divyangjan) on rolls 2.2.3.1. Number of differently abled students on rolls Answer before DVV Verification : 04 Answer after DVV Verification: 05 Remark : The disability certificates provided have been verified and answer edited accordingly.	
2.3.2	Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. 2.3.2.1. Number of teachers using ICT Answer before DVV Verification : 32 Answer after DVV Verification: 30 Remark : The LMS link provided does not lead to he institution web page for the system. The supporting documents have also been verified and the answer edited accordingly.	
3.1.2	Number of research projects per teacher funded, by government and non-government agencies, during the last five year 3.1.2.1. Number of research projects funded by government and non-government agencies during the last five years Answer before DVV Verification : 68 Answer after DVV Verification: 0 3.1.2.2. Number of full time teachers worked in the institution during the last 5 years Answer before DVV Verification : 32 Answer after DVV Verification: 0 Remark : This metric is not applicable to UG colleges.	

05-08-2019 02:47:38

3.2.2	Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

3.2.2.1. Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
16	11	10	9	7

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
1	1	1	0	0

3.3.1	The institution has a stated Code of Ethics to check malpractices and plagiarism in Research Answer before DVV Verification : Yes Answer After DVV Verification: No
3.3.2	The institution provides incentives to teachers who receive state, national and international recognition/awards Answer before DVV Verification : Yes Answer After DVV Verification: No
3.3.3	Number of research papers per teacher in the Journals notified on UGC website during the last five years

3.3.3.1. Number of research papers in the Journals notified on UGC website during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
39	19	0	1	0

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
25	10	0	0	0

3.4.3	Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the last five years

3.4.3.1. Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
16	12	10	8	4

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
16	12	10	8	4

3.4.4	Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

3.4.4.1. Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
1108	1065	977	803	680

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
776	746	684	563	476

Remark : Excluded events from the metric 3.4.3 have been counted here. Reports for all activities mentioned have not been provided and the numbers have been edited accordingly

3.5.1	Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

3.5.1.1. Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
65	55	42	35	27

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
59	48	39	30	23

3.5.2	Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with

ongoing activities to be considered)

3.5.2.1. Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
10	10	9	7	5

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

Remark : The provided proof is for MOUs with learning centres for training in Tally, personal development etc. These have been excluded and numbers edited.

4.1.3	Percentage of classrooms and seminar halls with ICT - enabled facilities such as smart class, LMS, etc 4.1.3.1. Number of classrooms and seminar halls with ICT facilities Answer before DVV Verification : 24 Answer after DVV Verification: 22 Remark : Auditorium and computer lab has been excluded from thee metric and number edited accordingly
4.2.3	Does the institution have the following: 1. e-journals 2. e-ShodhSindhu 3. Shodhganga Membership 4. e-books 5. Databases Answer before DVV Verification : B. Any 3 of the above Answer After DVV Verification: B. Any 3 of the above
4.2.4	Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs) 4.2.4.1. Annual expenditure for purchase of books and journals year-wise during the last five

years (INR in Lakhs)

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
1.77	2.47	2.37	1.98	1.84

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
1.13	1.83	1.71	1.16	0.976

4.2.5	Availability of remote access to e-resources of the library

Answer before DVV Verification : Yes
Answer After DVV Verification: No

4.3.4	Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)

Answer before DVV Verification : Yes
Answer After DVV Verification: No

4.4.1	Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years

4.4.1.1. Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year-wise during the last five years (INR in Lakhs)

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
240.09	234.72	232.42	163.62	140.45

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
30.56	28.87	27.22	20.07	17.57

Remark : The higlighted items and builidng repairs omitted to be higlighted for 2014-15 have been summed and answers edited accordingly.

5.2.1	Average percentage of placement of outgoing students during the last five years

5.2.1.1. Number of outgoing students placed year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
103	76	114	70	22

05-08-2019 02:47:39

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
103	76	114	70	22

5.3.3	Average number of sports and cultural activities/ competitions organised at the institution level per year
	5.3.3.1. Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
58	35	32	31	30

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
51	30	28	25	24

5.4.2	Alumni contribution during the last five years(INR in Lakhs)
	Answer before DVV Verification : ? 5 Lakhs Answer After DVV Verification: ? 5 Lakhs
6.2.3	Implementation of e-governance in areas of operation 1. Planning and Development 2. Administration 3. Finance and Accounts 4. Student Admission and Support 5. Examination Answer before DVV Verification : A. All 5 of the above Answer After DVV Verification: C. Any 3 of the above
6.3.4	Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years 6.3.4.1. Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
32	29	27	27	31

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
29	21	25	22	30

6.5.3	Average number of quality initiatives by IQAC for promoting quality culture per year

6.5.3.1. Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
14	14	9	10	4

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
1	6	1	3	2

Remark : Cultural events and other activties provided in this metric have been excluded and the numbers edited accordingly

6.5.4	Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements

2. Academic Administrative Audit (AAA) and initiation of follow up action

3. Participation in NIRF

4. ISO Certification

5. NBA or any other quality audit

Answer before DVV Verification : B. Any 3 of the above
Answer After DVV Verification: C. Any 2 of the above
Remark : Only prrof of IQAC meetings and AAA could be found, numbers edited to reflect proof.

7.1.1	Number of gender equity promotion programs organized by the institution during the last five years

7.1.1.1. Number of gender equity promotion programs organized by the institution year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14

| 15 | 12 | 11 | 8 | 5 |

Answer After DVV Verification :

| 2017-18 | 2016-17 | 2015-16 | 2014-15 | 2013-14 |
| 2 | 2 | 2 | 3 | 2 |

Remark : Reports on all activities listed have not been provided. NUmbers have been edited to reflect the average number of events in each year for which proof has been provided

| 7.1.8 | Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

7.1.8.1. Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)
Answer before DVV Verification:

| 2017-18 | 2016-17 | 2015-16 | 2014-15 | 2013-14 |
| 4.89 | 4.95 | 6.11 | 1.93 | 0.63 |

Answer After DVV Verification :

| 2017-18 | 2016-17 | 2015-16 | 2014-15 | 2013-14 |
| 4.89 | 4.95 | 4.25 | 1.93 | 0.63 |

Remark : The highlighted items have been summed, verified and answers edited accordingly. |
| 7.1.10 | Number of Specific initiatives to address locational advantages and disadvantages during the last five years   7.1.10.1. Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years
Answer before DVV Verification:

| 2017-18 | 2016-17 | 2015-16 | 2014-15 | 2013-14 |
| 5 | 4 | 4 | 3 | 2 |

Answer After DVV Verification :

| 2017-18 | 2016-17 | 2015-16 | 2014-15 | 2013-14 |
| 1 | 2 | 0 | 0 | 0 |
|
| 7.1.11 | Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

7.1.11.1. Number of initiatives taken to engage with and contribute to local community year-wise during the last five years
Answer before DVV Verification: |

2017-18	2016-17	2015-16	2014-15	2013-14
15	16	13	9	6

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
3	3	2	3	3

Remark : Reports on all activities have not been provided. The numbers have been edited to reflect the average number of events in each year for which proof has been provided.

2.Extended Profile Deviations

ID	Extended Questions
1.1	Number of courses offered by the institution across all programs during the last five years Answer before DVV Verification : 03 Answer after DVV Verification : 112
2.1	Number of students year-wise during the last five years Answer before DVV Verification: *table below* Answer After DVV Verification: *table below*
2.3	Number of outgoing / final year students year-wise during the last five years Answer before DVV Verification: *table below* Answer After DVV Verification: *table below*
3.3	Total Expenditure excluding salary year-wise during the last five years (INR in Lakhs) Answer before DVV Verification: *table below*

2.1 — Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
1182	1147	1086	893	722

2.1 — Answer After DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
1182	1147	1086	893	722

2.3 — Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
373	348	302	193	187

2.3 — Answer After DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
379	354	306	186	187

3.3 — Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
410.98	437.41	425.02	293.17	236.97

Answer After DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
209.18	234.72	232.42	129.55	96.52