The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

1. Details of the Institution

1.1 Name of the Institution

> POORNAPRAJNA COLLEGE

1.2 Address Line 1

> POORNAPRAJNA COLLEGE ROAD

Address Line 2

> VOLAKADU, UDUPI

City/Town

> UDUPI

State

> KARNATAKA

Pin Code

> 576101

Institution e-mail address

> poornaprajnaclg@yahoo.co.in

Contact Nos.

> 0820-2520459

Name of the Head of the Institution:

> Dr. B. JAGADEESH SHETTY

Tel. No. with STD Code:

> 0820-2524453

Mobile:

> 9448868868

Name of the IQAC Co-ordinator:

Mobile:

<div style="border:1px solid black; display:inline-block; padding:4px;">9845949648</div>

IQAC e-mail address:

<div style="border:1px solid black; display:inline-block; padding:4px;">ppciqac@gmail.com</div>

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

<div style="border:1px solid black; display:inline-block; padding:4px;">10328 , EC/55/RAR/068 dated MARCH 27-2011</div>

1.4 NAAC Executive Committee No. & Date:

<div style="border:1px solid black; display:inline-block; padding:4px;">EC/55/RAR/068</div>

(For Example EC/32/A&A/143 dated 3-5-2004.

This is EC no. is available in the right corner- bottom

Of your institution's Accreditation Certificate)

1.5 Website address:

<div style="border:1px solid black; display:inline-block; padding:4px;">www.ppc.ac.in</div>

Web-link of the AQAR:

<div style="border:1px solid black; display:inline-block; padding:4px;"> </div>

For ex. http://www.ladykeanecollege.edu.in/AQAR2012-13.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B++	-	2005	Five yrs
2	2nd Cycle	A	3.15	2011	Five yrs
3	3rd Cycle	A	3.19	2016	Five yrs
4	4th Cycle				

1.7 Date of Establishment of IQAC :   DD/MM/YYYY   <div style="border:1px solid black; display:inline-block; padding:4px;">05-10-2004</div>

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

    i.   AQAR : 2010-11 submitted toNAAC on 31-12-2011   (DD/MM/YYYY)
   ii.   AQAR :2011-12 submitted toNAAC on 30-09-2012   (DD/MM/YYYY)
  iii.   AQAR: 2012-13 submitted toNAAC on 30-09-2013   (DD/MM/YYYY)
  iv.   AQAR: 2013-14 submitted toNAAC on 30-09-2014   (DD/MM/YYYY)
   v.   AQAR: 2014-15 submitted toNAAC on 30-09-2015   (DD/MM/YYYY)
  vi.   AQAR: 2015-16 submitted toNAAC on 30-09-2016   (DD/MM/YYYY)

1.9 Institutional Status

University   State ☐ Central ☐ Deemed ☐ Private ☐

Affiliated College   Yes ✔ No ☐

Constituent College   Yes ☐ No ✔

Autonomous college of UGC   Yes ☐ No ✔

Regulatory Agency approved Institution   Yes ☐ No ✔

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

Type of Institution   Co-education ✔ Men ☐ Women ☐

                 Urban ✔ Rural ☐ Tribal ☐

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

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

1.10 Type of Faculty/Programme

Arts ✔ Science ✔ Commerce ✔ Law ☐ PEI (Phys Edu) ☐

TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ✔

Others (Specify) | Commerce Vocational |

1.11 Name of the Affiliating University *(for the Colleges)* | MANGALORE UNIVERSITY |

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

Autonomy by State/Central Govt. / University   -----

University with Potential for Excellence   -----   UGC-CPE   -----

DST Star Scheme   -----   UGC-CE   -----

UGC-Special Assistance Programme   -----   DST-FIST   -----

UGC-Innovative PG programmes   -----   Any other (*Specify*)   -----

UGC-COP Programmes   -----

2. IQAC Composition and Activities

2.1 No. of Teachers   8

2.2 No. of Administrative/Technical staff   1

2.3 No. of students   1

2.4 No. of Management representatives   1

2.5 No. of Alumni   1

2. 6 No. of any other stakeholder and
community representatives   1

2.7 No. of Employers/ Industrialists   1

2.8 No. of other External Experts   -

2.9 Total No. of members   13

2.10 No. of IQAC meetings held -   4

2.11 No. of meetings with various stakeholders: No.   13   Faculty   12

Non-Teaching Staff Students   6   Alumni   3   Others   2

2.12 Has IQAC received any funding from UGC during the year?   Yes   No

If yes, mention the amount   Rs. 1,16619   ✓

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. ☐   International ☐   National 1   State 1   Institution Level 0

(ii) Themes | National -01- UGC sponsored – 2 days Seminar on "Medicinal and Aromatic Plants of Western Ghats & their sustainability
State-01- State level workshop on "GST- A paradigm Shift in Taxation Laws 2016"

2.14 Significant Activities and contributions made by IQAC

1. Organizing P.T.A meeting twice a year, Parent teacher interaction
2. Conducting campus experience survey, exit survey, evaluation of teacher performance, Parents- Teachers Interaction.
3. Organizing Aptitude test and orientation programme for first year student.
4. Monitoring extra curricular activities through various associations.
5. Organising outreach programmes
6. Organising programmes at the adopted village
7. Preparation for NAAC Peer Team Visit.
8. New chamber for Principal and New Room for Commerce Dept.
9. Organising University Level Womens Throwball
10. Campus placement and career guidance

2.15 Plan of Action by IQAC/Outcome

Plan of Action	Achievements
1. To complete the work of New chamber for Principal	1. The new principal chamber got inaugurated on 21-08-2016
2. To complete the work of New department for commerce & mgt.	2. Extended Commerce & Mgt. Department got fully furnished and started working
3. To strengthen PG course by recruiting additional staffs	3. Recruited qualitative faculties to PG department
4. Improving library facilities	4. Additional Books were purchased for library/ INFLIB Net facility
5. To conduct more outreach programme in the adopted village Matapadi	5. 01 National level and 01 state level seminar and workshop organised.
6. To do all the ground work for peer team visit	6. More than 30 outreach and extension
7. University level workshop in statistics to	

be organised 8. Seminar on GST at state level has been planned 9. Regular EC & CC, Outreach, Guest Lectures to be organised 10. Inter collegiate programmes to be organised.	programmes 7. Successful NAAC peer team visit received 3.19 CGPA 8. More than 20 Certificate Courses with 450 beneficiaries 9. Expecting at least 3 University Ranks 10. Got 3 ranks in last academic year 11. Excellent Result 12. Organised intercollegiate activities 13. More than 100 students got placement

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body   Yes ✔   No ☐

Management ✔   Syndicate ☐   Any other body ☐

Provide the details of the action taken

1. Directions given to prepare for NAAC accreditation and prepare SSR.
2. To organise more outreach programme
3. To conduct new certificate courses

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG	02			
UG	05			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate	14	07	07	21
Others				
Total				

Interdisciplinary				
Innovative				

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

Pattern	Number of programmes
Semester	BA, B.Sc, BCOM, BBM. B.Com. (Voc), M.Sc., M.Com.
Trimester	
Annual	

1.3 Feedback from stakeholders*   Alumni ✓   Parents ✓   Employers ☐   Students ✓
    (On all aspects)

        Mode of feedback   :   Online ☐   Manual ✓   Co-operating schools (for PEI) ☐

Please provide an analysis of the feedback in the Annexure

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

1.   III B.Sc. Mathematics, II M.Sc.
2.   II B.A., II B.Sc. & II B.Com. –Hindi
3.   II B.A., II B.Sc.& II B.Com.- Sanskrit

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

NA

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of
permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
60	04	10		46

2.2 No. of permanent faculty with Ph.D.

11

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V

2.4 No. of Guest and Visiting faculty and Temporary faculty   04   10   48

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level	District/ University
Attended	14	30	04	-
Presented papers	09	18	--	-
Resource Persons	01	--	--	19

2.6 Innovative processes adopted by the institution in Teaching and Learning:
- Students trained at research centres
- Astronomy club activities
- Certificate courses in development of techniques
- Science model Exhibitions organised in adopted village
- Mathematics chart and model exhibitions for Udupi district
- PG students conducting programme for undergraduate students
- Teaching Baraha Software for devanagari lipi
- Blog has been created
- Field survey
- NPTEL Videos- Video lectures
- Preparation of science models
- Management skill development activities for students

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

   180

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

   Hall tickets are issued online. Photocopy of Answer books made available

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

   | BOS-17 | BOE-09 | BOAE-01 |

2.10 Average percentage of attendance of students

   89%

2.11 Course/Programme wise
   distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
III B.A	35	11%	25.7%	34	22.8%	94.2%
III B.SC	122	66.39%	17.2%	--	6.5%	90%
III B.COM	247	57%	25.9%	6.4%	4%	93.5%
III BBM	63	25.3%	22.2%	22.2%	20.6%	90.4%

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

- Analysing the academic results of individual departments
- Remedial classes are made compulsory for slow learners
- Feedback of teachers performance 10% in each class
- Students counselling through academic counsellors scheme
- Presenting action plan and achievements of departments
- PTA meeting

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	05
UGC – Faculty Improvement Programme	15
HRD programmes	---
Orientation programmes	08
Faculty exchange programme	---
Staff training conducted by the university	----
Staff training conducted by other institutions	---
Summer / Winter schools, Workshops, etc.	27
Others	

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	10	-	03	18
Technical Staff	-	-	-	-

Criterion – III

3. Research, Consultancy and Extension

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

- All teachers have been asked to apply for Minor Research Project
- T.A and D.A facilities are provided for teachers who attend seminars and paper presentation
- Financial Incentives are provided to teachers who have completed M.Phil and Ph.D
- Ph.D Scholars are being honoured .
- O.O.D facilities are given for Management staff.
- Students are encouraged to attend seminars & classes. They are also encouraged for interaction programmes with famous scientists.
- Flexibility in time table to attend research course work
- Interaction with scientists of international reputation.
- MOU with PPISR
- MOU with Physics Dept. Of MIT for Inspire students

3.2 Details regarding major projects

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

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	02	09	11	
Outlay in Rs. Lakhs		10,35,000.00	6,42,500.00	

3.4 Details on research publications

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

3.5 Details on Impact factor of publications:

Range [✓]   Average [ ]   h-index [ ]   Nos. in SCOPUS [ ]

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received	Used
Major projects					
Minor Projects	1 & half	UGC	10,35,000	6,47,500	4,08,774
Interdisciplinary Projects		NIL			
Industry sponsored					
Projects sponsored by the University/ College					
Students research projects *(other than compulsory by the University)*					
Any other(Specify)					
Total					

3.7 No. of books published   i) With ISBN No.   [12]   Chapters in Edited Books   [---]

ii) Without ISBN No.   [12]

3.8 No. of University Departments receiving funds from

UGC-SAP [ ]   CAS [ ]   DST-FIST [ ]

DPE [ ]   DBT Scheme/funds [ ]

3.9 For colleges   Autonomy [ ]   CPE [ ]   DBT Star Scheme [ ]

INSPIRE [ ]   CE [ ]   Any Other (specify) [ ]

3.10 Revenue generated through consultancy   [---]

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	-	2	1	-	-
Sponsoring agencies	UGC	UGC	DST		

3.12 No. of faculty served as experts, chairpersons or resource persons   [22]

3.13 No. of collaborations   International [__]   National [__]   Any other [__]

3.14 No. of linkages created during this year   [ ]

3.15 Total budget for research for current year in lakhs :

From Funding agency 7,42,500   From Management of University/College 12,130

Total 7,42,500

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
		1		1	1	

3.18 No. of faculty from the Institution   02
      who are Ph. D. Guides
      and students registered under them   03

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

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

JRF [ ]   SRF [ ]   Project Fellows [ ]   Any other [ ]

3.21 No. of students Participated in NSS events:

University level 10   State level --

National level --   International level --

3.22 No. of students participated in NCC events:

University level --   State level --

National level 3   International level -

3.23 No. of Awards won in NSS:

University level --   State level --

National level --   International level --

3.24 No. of Awards won in NCC:

University level 02   State level --

National level --   International level --

3.25 No. of Extension activities organized

University forum [ ] College forum [35]

NCC [ ] NSS [05] Any other [ ]

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

Responsibility

1. District level PPT and model competition on E-Waste management by Commerce & Mgt.
2. Mock KVPY exams for Udupi District Students
3. Awareness programme about astronomical events.
4. Annual camp of NSS at Government School, Amavasebailu, Kundapur, District Level PPT and Model Competition on E-waste management by Commerce & Mgt.
5. Blood donation camp
6. Tree plantation
7. Beach cleaning
8. Sky watching programme
9. Heritage awareness programme through heritage club
10. Involvement of History department with INTACH in the preservation of monuments projects at Barkur.
11. Mathematical Models and Charts exhibition for high school students of Udupi district.

Criterion – IV
4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities		Existing	Newly created	Source of Fund	Total
Campus area		6.49acres	-		6.49 acres
Class rooms		26	02		28
Laboratories	Botany	2	-		2
	Zoology	1	-		1
	Chemistry	3	--	Management	3
	Physics	2	-		2
	computer	1	-		1
Seminar Halls		4	-		4
No. of important equipments purchased (≥ 1-0 lakh) during the current year.			2 telescopes		
			LCD projector- 04 xerox machine-01	Management	
Value of the equipment purchased during the year (Rs. in Lakhs)			1.4	management	1.4

Others	Research Lab	02	-	-	-
	Museum	01			
	Sports complex	01			
	NCC Room	02			
	Library	01			

4.2 Computerization of administration and library

> EASY LIB SOFTWARE installation for easy operation of daily activities in library
> Upgrading Robo Vidya in office

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	55295	3885788.18	847	215465	56142	4011253.18
Reference Books	--	--	9	2483.00	6174	269412.00
e-Books	--				97,000	
Journals	89	1,04,935.56			89	
e-Journals					6000	
Digital Database						
CD & Video	480	13,120.00	32		512	
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	17		17	10				
Added								
Total								

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

> - Course in Nursery techniques
> - Tally classes
> - Certificate course in mathematics software

4.6 Amount spent on maintenance in lakhs :

i) ICT

91,042

ii) Campus Infrastructure and facilities

16 lakhs

iii) Equipments

112910

iv) Others

--

Total :

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

1. One day orientation programme for the first year students on reopening day of every academic year
2. Notices about scholarship, fee concessions are duly posted on the notice board.
3. System of arrangement to obtain government scholarships to eligible candidates.
4. Providing facilities for online application for scholarships
5. Applying online for career advancement guidance for submission of application
6. Arranges for financial assistance to economically weaker and needy students through philanthropists and PTA.

5.2 Efforts made by the institution for tracking the progression

- Conducting aptitude test for first year students
- Arrangement of parents meeting
- Analysing the result and identifying slow learners and advance Learners and conducting remedial classes and add on courses.
- Staff counsellors arrangement
- Student mentor programme
- Viva at the end of practicals

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1434	84	--	--

(b) No. of students outside the state

| --- |

(c) No. of international students

| -- |

Men

No	%
514	35.84

Women

No	%
920	64.16

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
352	70	56	925	-	1403	355	78	52	949	--	1434

Demand ratio   Dropout % NIL

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

- Books and magazines for competitive exam through career guidance cell
- Skill development through tally, managerial skill etc.
- Conducting mock test for KVPY
- Providing information, guidelines and training for INSPIRE
- Conducting mathematics class for competitive exams in combination with science association and mathematics department
- MOU with Prithvi Institute of management
- Certificate course in Prakrith
- C language, Latek and Scilab for M.Sc. students

No. of students beneficiaries   350

5.5 No. of students qualified in these examinations

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

5.6 Details of student counselling and career guidance

- Personalised counselling of students through parents teachers meeting
- Providing books for competitive exams like UPS,KAS,IBPS etc.
- Providing magazines like employment news, competitive success review, Udyoga Mitra
- Dreamweaver- 15 days
- IBPS Bank PO Exam training program by AACE – 80 hours
- Enhance to Excel- 06 days
- Digital India- 11.03.16
- Photoshop-15 Days
- Presenting Skill by ITM Group of Institutions Bangalore- One day
- Conducted Competition in GK Aptitude Test & competition Facing the Interview
  Campus Interview Result:
  NORTHEN TRUST:11   INFOSYS (IT): 20   INFOSYS(BPO): 23
  TCS BPO: 22   Concentrix: 16   Mphasis: 05
  Amazon: 01

No. Of students benefitted   350

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
7	250	98	75

5.8 Details of gender sensitization programmes

- The Ladies Forum was inaugurated by Mrs. Roopa Ballal, Vidhyodaya School, Udupi on 2nd July 2016. Mrs. Roopa Ballal spoke on "Yoga and Health" and demonstrated various 'Aasanas' to the students.
- On 25th July 2016 Ms. Supritha of I B.Sc. demonstrated the process to make 'Ear studs'
- Dr. Sujaya and Mrs. Bhairavi, Dept. of Hindi demonstrated the process of making 'Door Mat'
- The forum in association with the Prevention of Women Harassment Cell on 25th January 2017 arranged a street play in the college campus performed by the students of B.A. stream. Theme of the play: 'Harassment of Women'.
- On 6th February 2017 a documentary film on 'Kiran Bedi' was screened. Theme: 'Self Defence'
- A talk on 'Women's Rights by Smt. Vani Rao, Advocate, Udupi was held on 22nd Wednesday 2017.
- For the overall development of the students the following competitions in connection with the Annual Day Celebrations were conducted by the forum: Cooking without Fire, Best out of waste, Mehandi competition and Hair Dressing competition.

5.9 Students Activities

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

State/ University level | 30 | National level | 10 | International level | 01 |

No. of students participated in cultural events

State/ University level | 20 | National level | -- | International level | -- |

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

Sports : State/ University level | -- | National level | 2 | International level | 01 |

Cultural: State/ University level | 04 | National level | -- | International level | -- |

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	66	4,19,000
Financial support from government	264	7,68,563
Financial support from other sources	46	2,00,400
Number of students who received International/ National recognitions		

5.11   Student organised / initiatives

Fairs   : State/ University level | --- | National level | --- | International level | --- |

Exhibition: State/ University level | --- | National level | --- | International level | --- |

5.12   No. of social initiatives undertaken by the students | 12 |

5.13 Major grievances of students (if any) redressed: _____

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

The Vision
- Knowledge is endless
- Awareness is the true eye of the world
- Imparting instruction is the first and humblest attempt to serve this end
- Awareness leads to shaping an all-round personality, which is best done when young
- Such young people create a strong and nation
- A centre of education which has this end before it strives to be a centre of excellence in its modest way
- There by it serves socio-economic empowerment of the people at large
- It also becomes a means to realizing their dreams and becoming self-relying universal citizens

The Mission:
- Promoting education consistent with the statutes
- Imparting essential learning
- Providing opportunities for higher learning and research
- Developing creative skills in the youth in order to enable them to expand the scope of career option
- Moulding character, inculcating values and ideas in the youth
- Creating a conducive atmosphere where in the youth will imbibe the spirit and values of our culture and heritage
- Enabling the youth to see beyond formal education and to see life as ever changing and

6.2 Does the Institution has a management Information System

Yes
- Periodically students council meeting is conveyed
- Feedback from student is given due weight age
- Regular faculty meeting are held
- The college staff council meets regularly to discuss and decide curricular and co curricular activities
- The Secretary of the college Managing Committee periodically meets the faculty and staff
- The matters discussed and decision taken at all the various levels are conveyed to the Poorna prajna College Managing Committee by the Principal and the Secretary
- Matters regarding finance are referred to the parent body, Udupi Shri Admar Mutt Education Council.

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

6.3.1 Curriculum Development

The BOS of the university frames the syllabus

Members of the faculty involve in revising the syllabus through their subject related associations.

A new syllabus is implemented approximately once in three years.

The final decisions regarding the implementation of the syllabus is taken by the university itself.

The lacuna in the syllabus is made up by the college by offering certificate courses in conventional fields of study and fields relevant to the times.

6.3.2 Teaching and Learning

- Arranging guest lectures
- Remedial courses
- Seminars for advanced learners
- Additional library cards for advanced learners
- Department wise bridge courses
- Association activities based on the syllabus
- Certificate courses to put into practice what is learnt
- Made to answer old question papers and rewrite test question papers
- Books given through departmental libraries
- Books lent from the personal collection faculty
- Students present PPT about experiments in the lab

6.3.3 Examination and Evaluation

- Two tests conducted per semester
- Answer papers given to students to go through
- Progress reports sent to parents, One-One meeting with Parents.
- Attendance monitored
- Internal assessment marks awarded in a transparent manner
- Question papers discussed in the class
- Re-test conducted if the case is found genuine
- OMR sheets used for objective type questions.

6.3.4 Research and Development

For Faculty
- **OOD facility** provided for teachers going for seminars and presenting the research papers
- Incentives given to faculty in the form of points for API
- Increment given to faculty who have passed NET/SLET/M.phil/Ph.D
- Infrastructure facility provided for teachers undertaking MRP

For students
- Students are sent to research center such as PPISR and Jawaharlal Nehru Center for advanced scientific research
- Students getting projects under ' Inspire ' scholarships are provided with research facilities in the college and more with neighbouring research institutions
- Students are encouraged to attend summer research programmes such as MTTS, Nurture
- Research oriented Sky watch programmes are conducted
- Certificate courses in crystal growth, Epigraphy and Sky watch conducted
- Training given to students to answer entrance examination relating to research institutes
- Research facilities made available for Inspire scholars at Manipal University
- Summer research program sponsored by Academy of Sciences facilitated.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- New wing for Lady students in Indoor Stadium
- Research journals subscribed
- New books for post graduate courses
- Internet facility provided
- Advanced instruments in the laboratories provided
- Multi-Gym facility; Separate section for lady students, indoor court facility
- Separate Library sections for P.G. Courses
- Department library for M.Sc. Mathematics and M.Com.

6.3.6 Human Resource Management

For Teachers:
- Training programmes for teachers in campus and outside the campus
- Encouraged to become resource persons through extension/outreach programmes

For students
- Certificate courses in Tally ,Web designing ,graphics etc
- Activities oriented for HRD such as group discussions, debates, essay writing are conducted regularly through extra curricular activities. Credits are given to such programmes
- Students are trained to demonstrate experiments to high school teachers and students from other school and colleges
- Through NCC and NSS outreach programmes are conducted
- Through the heritage club, students are trained to reach out to the common people to create awareness.
- Software training for M.Sc. Students

6.3.7 Faculty and Staff recruitment

- Competent lecturers for Post graduation courses recruited
- Due weightage given to NET/SLET
- Vacancies are advertised in at least two news papers and interviews are conducted by subject experts
- Candidates are selected only on the basis of merit, giving weight age to their qualification, knowledge and skills
- Involvement of stake-holders in the appointments
- Attractive salary packages are offered
- Measures are taken to retain good, skilled, knowledgeable teachers by revising their scales, Lecturers are recruited for maternity leave vacancies.

6.3.8 Industry Interaction / Collaboration

- Regular industrial visits are arranged
- MOU's with research institutes and other educational institutions are established
- Campus recruitment drives held
- Experts from industry and research institutes are invited to interact with students

6.3.9 Admission of Students

- Done according to the governments guidelines
- All factors relating to social justice are met
- Fee concession given to economically backward students
- Scholarships given to advanced learners
- Care taken to address problems of physically challenged students
- Admission for Post graduation courses through university level online admission.

6.4 Welfare schemes for

Teaching	• All government welfare schemes for teachers coming under grant in aid implemented • Provident fund facility for teachers not coming under grant in aid • Loan facility at nominal interest rate provided through staff club
Non teaching	• All government schemes for staff coming under grant in aid • Provident fund facility for those not coming under grant in aid • ESI facility
Students	• Financial assistance for economically backward students • Emergency medical aid given • Hostel facility provided for deserving candidate • Mid day meal provided to students through an institute which is a sister concern of the management

6.5 Total corpus fund generated $\boxed{\text{--}}$

6.6 Whether annual financial audit has been done   Yes $\boxed{\checkmark}$ No $\boxed{}$

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	✓	Mangalore University	✓	Management
Administrative	--	Mangalore University and Joint Directorate of Collegiate Education	--	Management and USAMEC

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

For UG Programmes   Yes $\boxed{\checkmark}$ No $\boxed{}$

For PG Programmes   Yes $\boxed{\checkmark}$ No $\boxed{}$

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

- Computerisation of the tabulation scheme
- Online declaration of results
- Online submission of internal marks
- Online registration of students for examination
- Coded answer scripts to hide the identity of the students
- Speedy revaluation and announcement of results
- Xerox copies of answer scripts made available from 2015

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

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6.11 Activities and support from the Alumni Association

- Providing financial assistance for seminars and workshops
- Providing financial assistance to needy students on recommendation by the Principal
- Regular meeting of alumni association
- Organised students skill development programme.

6.12 Activities and support from the Parent – Teacher Association

- Financial assistance given to economically backward students
- Financial support extended to conference/seminars
- Sponsoring the mid-day meal programme

6.13 Development programmes for support staff

- Training is provided from time to time
- Training given in computer literacy

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

- Plants planted by NSS volunteers
- Maintenance of existing gardens
- Management of waste materials through vermi-culture
- Regular campus cleaning by students
- Activities undertaken by the Eco club to sensitise the students towards the environment
- Water harvesting through natural means to a maximum extent

Criterion – VII

7. <u>Innovations and Best Practices</u>

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

- PPT presentation
- Display of educational movies
- Model preparation by students
- Viva-voce, model exhibition, videos displayed
- Teaching Baraha software for Devanagari Lipi to students
- Creating blogs by students.

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

- Orientation programme for teachers in the beginning of academic year
- workshop in software for mathematics for M.Sc.
- Monitored class attendance of the students
- Conducted remedial coaching for slow learners
- Enabled the advanced learners to conduct seminars,PPTs,to demonstrate practical's for high school staff & students
- As per MOU , arranged the research-oriented summer school for students at PPISR 20 students, deputed 1 student for MTTS Two students for summer school at JNCAR, INSPIRE=06, Nurture programme- 03, summer research- 02
- Lecturers with 3 years experience are compulsorily sent for evaluation work .
- Conducted Certificate courses, Out-reach Programmes and Extension Activities as scheduled.
- One National Seminar organised by Department of Botany
- 1 state level workshop by Department of commerce

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

- Personalised counselling for every parent and ward in which attendance, performance, progress and career advancement are dealt with.
- Students profile system is initiated.
- Disciplined and conducive atmosphere is provided.
- Importance is given for teachers as well as students to pursue research by encouraging and facilitating them to attend seminars, summer programmes, field surveys, participation in activities of heritage club ,PAAC ,Eco Club etc

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

7.4 Contribution to environmental awareness / protection

- Gardens are maintained
- New plants are planted
- Drain water management
- Proper water flow is managed
- Participated in Rallys and Jaathas for social causes
- Vanamahostava in practised by NSS and NCC

7.5 Whether environmental audit was conducted?   Yes ✓   No ☐

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

Strengths
- Increasing number of students
- Good location: Ideally located in the heart of city,there by students find it easy to commute.
- College is known as a college with difference due its good academic performance and discipline.
- Well qualified and committed faculty, competent to cater the needs of students
- The management known for its service to society by promoting about 30 educational institutions throughout the country , always extending support for student centred activities .
- The sister institution in the campus are very cooperative, providing opportunity for an optimum use of the facilities.
- Hostel facility for women students
- High degree of discipline with a stress on imbibing values of life, thus motivating the students to become responsive and responsible.
- MBA Institute in the campus, a motivational force
- Student – friendly academic atmosphere providing scope for healthy student teacher interaction

Weaknesses
- The rural back-ground of the students with lack of computer knowledge and English language
- College being an aided institution , no regular appointments by the government.
- The college timings are rigid owing to the problems of students coming from distant places.
- Due to a large girl student population the inability to hold curricular programmes beyond the class hours on a regular basis

Opportunities
- PG courses especially in commerce stream, as there is increase in students strength.
- Taking up research projects in varied subjects ranging from science to commerce to Humanities.
- Involvement of students in project work and field surveys more actively and effectively , as the students are highly motivated for higher studies
- Conducting students centred activities with the object of creating a civic sense and understanding the nation of rule of law from practical perspective, as good number of students are in the age group 18 to 20
- Introduction of moral education in an informal way so as to internalize the social values of brotherhood as President of the Managing Committee is a Religious Head
- The college caters to a large number of women students in the district.
- Good post graduation center such as Manipal University are in the proximity which can be use for MOU
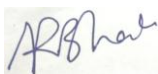- MBA institute in the campus.

Threats:
- Consistent fall in students strength in some combination
- The humanities stream largely neglected by the students
- Government policy of non –appointment of teachers on a regular basis
- A sense of uncertainty about the tenure among the management staff
- Fall in the educational standards in primary and high schools which affects the comprehending capacity of the students at the degree level
- Combination available to students on the decline.

8. **Pla**

- Programmes sponsored by DST Karnataka
- Programme sponsored ISRO
- Programs sponsored by NAAC
- Preparing of NIRF
- Outreach programs at near by colleges adopted village
- National level seminar in commerce
- Preparing for IV cycle of Accreditation
- Regular Programms under EC & CC, guest lectures, model building, competitions to be conducted.

Name : Dr. Raghavendra A   *Name : Dr. B. Jagadeesh Shetty*

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Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*