# Yearly Status Report - 2018-2019

| Part A | |
|---|---|
| **Data of the Institution** | |
| **1. Name of the Institution** | **VIVEKANANDA COLLEGE OF ARTS, SCIENCE AND COMMERCE** |
| Name of the head of the Institution | **Dr.Peter Wilson Prabhakar** |
| Designation | **Principal** |
| Does the Institution function from own campus | **Yes** |
| Phone no/Alternate Phone no. | **08251237806** |
| Mobile no. | **9448624951** |
| Registered Email | **principalvcputtur@gmail.com** |
| Alternate Email | **pwprabhakar@yahoo.com** |
| Address | **Vivekananda College iof Arts ,Science & Commerce** |
| City/Town | **Nheharu Nagar , Puttur** |
| State/UT | **Karnataka** |
| Pincode | **574203** |

## 2. Institutional Status

| | |
|---|---|
| Affiliated / Constituent | **Affiliated** |
| Type of Institution | **Co-education** |
| Location | **Rural** |
| Financial Status | **state** |
| Name of the IQAC co-ordinator/Director | **Dr.Sreedhara H.G** |
| Phone no/Alternate Phone no. | **08251237806** |
| Mobile no. | **9449268442** |
| Registered Email | **iqacvcputtur@gmail.com** |
| Alternate Email | **sreedharahg63@gmail.com** |

## 3. Website Address

| | |
|---|---|
| Web-link of the AQAR: (Previous Academic Year) | http://vcputtur.ac.in/iqac/iqac-aqar-2017-18/ |

## 4. Whether Academic Calendar prepared during the year

| | |
|---|---|
| **4. Whether Academic Calendar prepared during the year** | **Yes** |
| if yes,whether it is uploaded in the institutional website: Weblink : | http://vcputtur.ac.in/college-calender/ |

## 5. Accrediation Details

| Cycle | Grade | CGPA | Year of Accreditation | Validity Period From | Validity Period To |
|---|---|---|---|---|---|
| **2** | **A** | **3.12** | **2011** | **10-Mar-2011** | **10-Mar-2016** |
| **3** | **A** | **3.30** | **2017** | **30-Oct-2017** | **29-Oct-2022** |

## 6. Date of Establishment of IQAC

**10-Dec-2004**

## 7. Internal Quality Assurance System

| Quality initiatives by IQAC during the year for promoting quality culture | | |
|---|---|---|
| Item /Title of the quality initiative by IQAC | Date & Duration | Number of participants/ beneficiaries |

| Orientation Program for Teachers | 14-Jul-2018 01 | 31 |
|---|---|---|
| View File | | |

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

| Institution/Department/Faculty | Scheme | Funding Agency | Year of award with duration | Amount |
|---|---|---|---|---|
| Institution | CPE | UGC | 2016 1825 | 15000000 |
| View File | | | | |

| **9. Whether composition of IQAC as per latest NAAC guidelines:** | **Yes** |
|---|---|
| Upload latest notification of formation of IQAC | View File |
| **10. Number of IQAC meetings held during the year :** | **2** |
| The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website | **Yes** |
| Upload the minutes of meeting and action taken report | View File |
| **11. Whether IQAC received funding from any of the funding agency to support its activities during the year?** | **No** |

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

Orientation program for newly recruited staff Orientation for students on research methodology Carrier Guidance program for PU students(JNANA SANGAMA) Fest from various departments under the guidance of IQAC Promotion of basic science lab experiments program for high school students (IN DEPTH)

View File

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

| Plan of Action | Achivements/Outcomes |
|---|---|
| Promotion of Research culture among the staff and students | Organised Streamwise workshop on research methodology for students encouraged them to go for research ,projects and field visits |

| Development of Kudipadi Village (Adapted) under Grama Vikasa Yojana | Organised Blood donation camp,English speaking classes for government school students,swacch grama abhiyan,paddy cultivation |
|---|---|
| Introducing new Certificate Courses to the students. | Introduced new certificate courses |
| Coaching for Public Service Examinations | Done through YASHAS study centre |
| Execution of CPE Plans | Purchased all necessary equipment's as per guidelines |
| [View File](#) | |

| **14. Whether AQAR was placed before statutory body ?** | Yes |
|---|---|

| Name of Statutory Body | Meeting Date |
|---|---|
| College Governing Council | 14-Nov-2019 |

| **15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?** | No |
|---|---|

| **16. Whether institutional data submitted to AISHE:** | Yes |
|---|---|

| Year of Submission | 2019 |
|---|---|

| Date of Submission | 06-Aug-2019 |
|---|---|

| **17. Does the Institution have Management Information System ?** | No |
|---|---|

Part B

## CRITERION I – CURRICULAR ASPECTS

### 1.1 – Curriculum Planning and Implementation

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

VISION STATEMENT: "A graduate of Vivekananda College will be civilized, principle-centred, endowed with a strong self-esteem and a concern for fellow beings and the environment , besides being confident, competent and employable.'' MISSION STATEMENT: "Vivekananda College will strive to provide models of value practices, offer opportunities for learning and development, create infrastructure for interventions including those for preservation of environment and organize competence enhancement programmes through able management and committed members of the staff with the assistance of other stakeholders.'' The very objective of the institution is to give education as expressed by Swami Vivekananda, "Education is the manifestation of perfection already in man". In accordance to this, we inclusive of the Management, put efforts for the overall development of the students and staff, and that of the

institution and the society. This is done by creating a sense of social awareness and providing career opportunities for the students. Added to this, programmes and opportunities are arranged to stress on environmental issues and human rights. As an institution, we strive to stand as a model for our rich culture and heritage, thereby bringing scientific temperament and learning innovations. The college also provides Student projects to equip them with research temperament and therefore enable them for the present global requirements. The students, staff and other stakeholders are informed about the vision, mission and objectives through College prospectus, calendar, magazine, various notice boards and the website. The same is displayed in the meeting halls, common Staff Room, Ladies' room, and the Library. Before the commencement of the academic year, an Orientation is conducted for the students and parents where the Principal conveys these to them. Meetings are arranged for the staff, alumni and other stakeholders to impart the same. The Students' Union and various subject associations join their hands in the implementation of the Vision and Mission of the College. To implement the curriculum, action plans as per the decisions from various boards are undertaken through academic calendar, faculty development programmes, college website, yearly timetable, academic work diary etc. with the guidance of the IQAC, Planning Board, Staff Council, the Principal and the HoDs. In the student level, internal assessment examinations, records and progress reports, CC&EC cards, assignments and project works, e-resources, university syllabus, Academic Calendar, Internal exams records, attendance register, question banks etc. help in concrete documentation of curriculum.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

| Certificate | Diploma Courses | Dates of Introduction | Duration | Focus on employ ability/entrepreneurship | Skill Development |
|---|---|---|---|---|---|
| GST and Tax Planning | | 21/01/2019 | 20 | Helps to get jobs in firms that deal with Tax and GST | Skilled in GST and Tax Planning |
| Recent Trends in Banking and Stock Market Operation | | 26/03/2019 | 20 | Can work as Consultants. Self Employment | Skilled in Banking and Stock Market Operations20 |
| Certificate Course in German Language | | 01/08/2018 | 25 | Software Companies, Tourism, Hotel Management | Communication skill in German Language is imparted. |
| Principles of Electronics | | 01/08/2018 | 25 | Helps in getting the employment in Electronics industries and to start their own bu siness/start ups, SelfEmp loyment | Intends to develop practical skills in Electronics |
| Nuclear | | 01/08/2018 | 25 | Intends to | Awareness |

| Energy | | | enhance the basic knowledge in Nuclear Radiation and helps to open up the job opportunities where radiation is involved. | about use and abuse of radiations. |
| Basic Accountancy | 13/08/2018 | 25 | To impart Accountancy knowledge to BA, BSc and BCA students | Accountancy skill through which they can manage financial matters in a better way. |
| Tulu Lipi (Script) | 01/08/2018 | 25 | In Archaeology, the knowledge of Tulu Script is going to be an advantage to job seekers. | Can read and write in Tulu Script. |
| Industrial Safety and Ethical Handling of Chemicals | 21/08/2018 | 30 | It helps the job seekers to get the job in industry and chemical shops/sales. SelfEmployment. | Awareness about use, abuse and misuse of chemicals. |

## 1.2 – Academic Flexibility

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

| Programme/Course | Programme Specialization | Dates of Introduction |
|---|---|---|
| No Data Entered/Not Applicable !!! | | |

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

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

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

| | Certificate | Diploma Course |
|---|---|---|
| Number of Students | 302 | 0 |

**1.3 – Curriculum Enrichment**

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

| Value Added Courses | Date of Introduction | Number of Students Enrolled |
|---|---|---|
| No Data Entered/Not Applicable !!! | | |
| | | |

1.3.2 – Field Projects / Internships under taken during the year

| Project/Programme Title | Programme Specialization | No. of students enrolled for Field Projects / Internships |
|---|---|---|
| No Data Entered/Not Applicable !!! | | |
| | | |

**1.4 – Feedback System**

1.4.1 – Whether structured feedback received from all the stakeholders.

| | |
|---|---|
| Students | Yes |
| Teachers | Yes |
| Employers | Yes |
| Alumni | Yes |
| Parents | Yes |

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

Feedback Obtained

Feedback is collected on an annual basis both formally and informally from parents, public and the outgoing students. The feedback obtained is at various specific levels that aim at the development of the stakeholders and that of the institution. Course feedback, Staff feedback and College facility feedback are taken and filed. Peer appraisal and selfappraisal of the staff also is done and documented. Based on the feedback, a centralized report is prepared and forwarded to the higher authorities concerned. As a result, various training programmes have been introduced to enrich the skills of the students. Various supportive facilities like Health Centre, Annapoorna Free Midday Meal Scheme, scholarships, Fee concession and other infrastructural facilities are monitored and upgraded. The feedback on teaching has been analysed and communicated to individual teacher as well as Heads of the Departments. Based on the feedback received the College has started post graduation courses MSc Mathematics has been started during the academic year 201819. In this way, the college ensures that necessary action is taken as per the requirement.

# CRITERION II – TEACHING- LEARNING AND EVALUATION

**2.1 – Student Enrolment and Profile**

2.1.1 – Demand Ratio during the year

| Name of the Programme | Programme Specialization | Number of seats available | Number of Application received | Students Enrolled |
|---|---|---|---|---|
| BA | | 180 | 84 | 83 |
| BCom | | 450 | 410 | 404 |
| BSc | | 280 | 250 | 245 |
| BBA | | 70 | 57 | 55 |

| | | | | |
|---|---|---|---|---|
| BCA | | 100 | 100 | 98 |
| MCom | | 60 | 113 | 60 |
| MSc | | 60 | 59 | 38 |
| MA | | 30 | 20 | 12 |
| | | | | |

## 2.2 – Catering to Student Diversity

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

| Year | Number of students enrolled in the institution (UG) | Number of students enrolled in the institution (PG) | Number of fulltime teachers available in the institution teaching only UG courses | Number of fulltime teachers available in the institution teaching only PG courses | Number of teachers teaching both UG and PG courses |
|---|---|---|---|---|---|
| 2018 | 2436 | 164 | 88 | 17 | 7 |

## 2.3 – Teaching - Learning Process

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

| Number of Teachers on Roll | Number of teachers using ICT (LMS, e-Resources) | ICT Tools and resources available | Number of ICT enabled Classrooms | Numberof smart classrooms | E-resources and techniques used |
|---|---|---|---|---|---|
| 107 | 33 | 4 | 10 | 0 | 5 |

| | | | | | |
|---|---|---|---|---|---|
| | | | | | |

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

Yes, a Student Mentoring System is available in the college which caters to the personal, academic and nonacademic issues of individual students, that which can be addressed neither in the classrooms nor in the EC/CC activities. The college has framed a Mentoring Committee comprising of selected teachers of around 10 members headed by 2 convenors. The Committee creates an annual Mentors list and allots around 30 students to each mentor for the academic year. A Registration form is maintained per student and according to the necessity, counseling dates are decided by the mentors. Academic Counselling: To make the students cope with their difficulty in the course and curriculum, particularly for the slow learners, Academic Advisors and Mentors play a pivotal role in providing guidance and counselling. In the mentoring system, a mentor is assigned a group of 30 students each year. Personal Counselling: The College mentoring system, the Heads of Departments, Student Welfare Officers and Academic Advisors counsel the students as and when the need arises. Career Guidance: The Training and Placement Cell strives to provide training and placement assistance to the students. Because of this active career training and placement assistance, the number of students becoming employees in prestigious organisations, and becoming entrepreneurs has increased over the years. Psychosocial support: In cases of psychosocial issues, the SWOs take charge and offer initial counselling, and in cases of unresolved initial results, those students are sent to the doctors already agrred upon by the college for this purpose Dr. Ganesh Prasad Mudraje, Dr. Shobha Krishnaprasad, and Dr. SulekhaVaradaraj. Along with this, the Health Centre of the college with fulltime doctors takes part in these kinds of counselling activities.

| Number of students enrolled in the institution | Number of fulltime teachers | Mentor : Mentee Ratio |
|---|---|---|
| 2600 | 107 | 1:24 |

## 2.4 – Teacher Profile and Quality

### 2.4.1 – Number of full time teachers appointed during the year

| No. of sanctioned | No. of filled positions | Vacant positions | Positions filled during | No. of faculty with |
|---|---|---|---|---|

| positions | | | the current year | Ph.D |
|---|---|---|---|---|
| 107 | 107 | 0 | 15 | 18 |

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

| Year of Award | Name of full time teachers receiving awards from state level, national level, international level | Designation | Name of the award, fellowship, received from Government or recognized bodies |
|---|---|---|---|
| No Data Entered/Not Applicable !!! | | | |
| | | | |

## 2.5 – Evaluation Process and Reforms

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

| Programme Name | Programme Code | Semester/ year | Last date of the last semester-end/ year- end examination | Date of declaration of results of semester- end/ year- end examination |
|---|---|---|---|---|
| BA | BAS | 6 | 22/05/2019 | 20/06/2019 |
| BSc | BSC | 6 | 20/05/2019 | 21/06/2019 |
| BCom | BCM | 6 | 14/05/2019 | 18/06/2019 |
| BBA | BBA | 6 | 10/05/2019 | 18/06/2019 |
| BCA | BCA | 6 | 15/04/2019 | 18/06/2019 |
| MCom | CM | 4 | 22/05/2019 | 29/06/2019 |
| MSc | CH4 | 4 | 24/05/2019 | 29/06/2019 |
| MA | JM | 4 | 22/05/2019 | 29/06/2019 |
| | | | | |

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

Undergraduation level : University Reforms: Since there is no scope for institutional changes in the evaluation and computation of Internal Assessment Marks, the college conducts two onehourtests that form its basis. The examination pattern as decided by the University goes thus— Internal Assessment for Semester End Exam 20:80 – General Subjects and Language, 30:120 – Core Subjects. A structural change has been brought in for the extracurricular activities and achievements in Sports and Games active participation of the students in various cocurricular and extracurricular activities will determine the overall grading of a student. This is being hailed as a significant shift in the performance evaluation of a student and the institution has been earnestly attempting to make this scheme a success by carefully planning and monitoring cocurricular and extracurricular activities. Institutional Reforms: A reexamination at the fag end of the semester is conducted for those students who have had offcampus participation during the time of Internal examinations in the college, or had genuine medical reasons to miss writing the Internal Assessment exams. The college has a constituent committee for EC/CC activities (initial two year duration for every student) which has brought in an innovative reform for recording, assessment and evaluation of students' participation in the cocurricular activities every semester by maintenance of a Documentation form per student. Every student has to submit, at the end of the semester, the participation certificate and relevant records of offcampus activities and record campus activities in the Report card periodically signed

by staffincharge. The institution has a policy of generation of Progress Report after every Internal Assessment examination to be taken by students to their homes for parents' knowledge of the student progress. Post graduation level: University Reforms: Twohour tests form the basis of Internal Assessment Marks. The examination pattern decided by the University is— Internal Assessment: Semester Exam 30:70 for every paper in the MCom course. In the MSc course, there is a slight change in this pattern in view of the practical papers. The third semester of PG courses have an interdepartmental paper, and so students go to a different PG Centres of the University and to Mangalore University campus too for classes of that particular paper and viceversa. Institutional Reforms: As with the undergraduation level, the PG departments too give relaxation to the students for offcampus participation in sports and games / cultural activities/seminars/workshops etc., during the time of Internal examinations in the college, by arranging Reexamination. This policy of the college is also extended to students taking medical leave. And in addition, Assignments, a viva – voce in every paper, Industrial visits, Field survey, and seminars are taken into count along with Internal assessment marks for assessment of a student. The PG students' timetable schedule has a compulsory library hour every day. Students have to maintain a record of 40hour library study per semester, which is entered in their calendar signed by the librarian. The schedules of internal assessments are communicated to students and faculty in the beginning of the

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

Academic calendar: The blueprint of the academic calendar is prepared by the IQAC as per the directions of the Department of Collegiate Education and University norms. The IQAC discusses this in the IQAC and staff meetings before the academic calendar is finalized. This is communicated to all the faculty members and is uploaded to the college website before the commencement of the academic year for the information of the staff, students and parents. The calendar contains the rules and regulations of the college, various student welfare facilities available, list of academic advisors, staffincharge of various associations, schedule of activities for the whole year including dates of internal examinations, University schedules, holidays, student absence record, EC/CC record sheet, scholarship information etc., Teaching Plan: Every department of the institution prepares the yearly timetable in the beginning of the academic year. TimeTable is prepared well in advance and made available before the commencement of the academic year. All staff members have to maintain a Work Diary that contains the details of teaching plan. Departmental meetings are conducted by the HoDs every month to review the teaching plan. Discussions are also made on various Departmental activities. Evaluation Blueprint: The University has introduced Choice Based Semester system in the academic year 201920. The present second and third year of UG courses have the Credit Based Semester system itself. The evaluation of Internal Assessment tests is done in accordance to the University norms. Evaluation of student performance in cocurricular activities is determined as per the University directives for UG courses which has set aside a maximum of 50 marks in each semester for cocurricular. Semester system as per University regulations is followed in the PG level, with two Internal Assessment tests per semester. Progress Report is generated after Internal Assessment test and communicated to the parents/guardians to get their feedback.

## 2.6 – Student Performance and Learning Outcomes

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

http://vcputtur.ac.in/iqac

**2.6.2 – Pass percentage of students**

| Programme Code | Programme Name | Programme Specialization | Number of students appeared in the final year examination | Number of students passed in final year examination | Pass Percentage |
|---|---|---|---|---|---|
| BAS | BA | | 76 | 72 | 94.74 |
| BSC | BSc | | 169 | 155 | 91.72 |
| BCM | BCom | | 395 | 316 | 80 |
| BBA | BBA | | 24 | 19 | 79.17 |
| BCA | BCA | | 79 | 79 | 100 |
| CM | MCom | | 27 | 27 | 100 |
| CH | MSc | | 24 | 23 | 94.83 |
| JM | MA | | 3 | 3 | 100 |

## 2.7 – Student Satisfaction Survey

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

http://vcputtur.ac.in/iqac

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

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

| Nature of the Project | Duration | Name of the funding agency | Total grant sanctioned | Amount received during the year |
|---|---|---|---|---|
| Minor Projects | 1095 | UGC | 150000 | 150000 |

### 3.2 – Innovation Ecosystem

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

| Title of workshop/seminar | Name of the Dept. | Date |
|---|---|---|
| No Data Entered/Not Applicable !!! | | |

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

| Title of the innovation | Name of Awardee | Awarding Agency | Date of award | Category |
|---|---|---|---|---|
| No Data Entered/Not Applicable !!! | | | | |

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

| Incubation Center | Name | Sponsered By | Name of the Start-up | Nature of Start-up | Date of Commencement |
|---|---|---|---|---|---|
| No Data Entered/Not Applicable !!! | | | | | |

### 3.3 – Research Publications and Awards

## 3.3.1 – Incentive to the teachers who receive recognition/awards

| State | National | International |
|---|---|---|
|  |  | 1 |

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

| Name of the Department | Number of PhD's Awarded |
|---|---|
| No Data Entered/Not Applicable !!! | |

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

| Type | Department | Number of Publication | Average Impact Factor (if any) |
|---|---|---|---|
| International | COMMERCE | 1 | 5.87 |
| International | Physics | 1 | 2 |

## 3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

| Department | Number of Publication |
|---|---|
| History | 2 |
| Hindi | 9 |
| Commerce | 2 |
| Chemistry(PG) | 1 |
| MCom(PG) | 2 |
| Kannada | 1 |

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

| Title of the Paper | Name of Author | Title of journal | Year of publication | Citation Index | Institutional affiliation as mentioned in the publication | Number of citations excluding self citation |
|---|---|---|---|---|---|---|
| AReview: An experimental (synthesis, NMR and crystallography) and theoretical study of three biologically active diazoles | Dinesha etal.(Name appeared as GK Nagaraja Dinesha ) | Concept, Property and Application of Micro/Nanostructured Materials | 2018 | 3 | N Department of Chemistry, Vivekananda College Puttur | 0 |

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

| Title of the Paper | Name of Author | Title of journal | Year of publication | h-index | Number of citations | Institutional affiliation as |
|---|---|---|---|---|---|---|

| | | | excluding self citation | mentioned in the publication |
|---|---|---|---|---|

| Review: An experimental (synthesis, NMR and crystallography) and theoretical study of three biologically active diazoles | Dinesha et al | Concept, Property and Application of Micro/Nanostructured Materials | 2018 | 3 | 0 | N Department of Chemistry, Vivekananda College Puttur |
|---|---|---|---|---|---|---|

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

| Number of Faculty | International | National | State | Local |
|---|---|---|---|---|
| Attended/Seminars/Workshops | 7 | 23 | 6 | 6 |
| Presented papers | 7 | 13 | 4 | 0 |
| Resource persons | 0 | 1 | 0 | 0 |

## 3.4 – Extension Activities

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

| Title of the activities | Organising unit/agency/ collaborating agency | Number of teachers participated in such activities | Number of students participated in such activities |
|---|---|---|---|
| Swacchha Gelathi Grama Panchayath Programme | NSS | 15 | 104 |
| Krishi Utsava | NSS and Grama Vikasa Samithi Kudipady | 22 | 155 |
| cumulative programmes at Ananda Ashrama | NSS | 3 | 45 |
| Heritage site visit | Heritage club | 2 | 50 |
| Krishi Yantra Mela | Vivekananda College in association with CAMPCO Ltd and KMF Mangalore | 20 | 350 |

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

| Name of the activity | Award/Recognition | Awarding Bodies | Number of students |
|---|---|---|---|

| | | | | Benefited |
|---|---|---|---|---|
| Participation in Rajpath Rally, New Delhi on the occasion of republic day26/01/2019 | SGT. Preethi D has Participated in Rajpath Rally, New Delhi on the occasion of republic day26/01/2019 | | NCC | 1 |

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

| Name of the scheme | Organising unit/Agency/collaborating agency | Name of the activity | Number of teachers participated in such activites | Number of students participated in such activites |
|---|---|---|---|---|
| JeevajalaMahatvamattu Samrakshane | Post graduate Department of Chemistry, Vivekananda College,Puttur Grama Vikasa Samithi Kudupadi and DKZP Higher Primary School,Kodipay | Water analysis and awareness programme on Chemical Sciences | 3 | 20 |
| Practical aspects of Business and Commerce to students of Higher Primary School | Centre for Post graduate Studies and Research, Department of Commerce, Vivekananda College,Puttur/GramaVikasaSamithi Kudupadi and DKZP Higher Primary School,Kodipay | Practical aspects of Business and Commerce to students of Higher Primary School | 5 | 87 |
| Better Mangaluru | Department of Physics, Vivekananda College Puttur Student for Development | Project Vedhya | 1 | 2 |
| AIDS awareness | Department of Physics, Vivekananda College Puttur NSS/RedCross/Govt Hospital | Awareness programme on AIDS | 5 | 100 |
| Kanasu | Department of Physics, Vivekananda College Puttur | Awareness | 2 | 29 |

| | Anandashrama Puttur | | | |
|---|---|---|---|---|
| One Day Science Model Exhibition and Awareness Program | Post graduate Department of Chemistry, Vivekananda College,Puttur Government High School Shanthi Nagar, Puttur | Awareness Program on Science | 6 | 53 |
| One Day Science Awareness Program | Post graduate Department of Chemistry, Vivekananda College,Puttur Sri Ramakrishna High School, Puttur | Awareness Program on Science | 6 | 53 |

## 3.5 – Collaborations

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

| Nature of activity | Participant | Source of financial support | Duration |
|---|---|---|---|
| **No Data Entered/Not Applicable !!!** | | | |

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

| Nature of linkage | Title of the linkage | Name of the partnering institution/ industry /research lab with contact details | Duration From | Duration To | Participant |
|---|---|---|---|---|---|
| Internship | Student internship | Kedambady Keyyur P. A. C. S. PUTTUR D.K. | 01/01/2019 | 31/05/2019 | AKSHATHA B |
| Internship | Student internship | Ullas Ice Cream and Milk Product, Pan emangalore | 01/01/2019 | 31/03/2019 | ANIRUDH KUDVA N |
| Internship | Student internship | Alike Sathyasai CoOperative Society, Alike | 01/01/2019 | 31/03/2019 | ANITHA D |
| Internship | Student internship | The IrdeBett ampady Primary Agri .CreditCOop. | 01/01/2019 | 31/03/2019 | ASHA P |

| | | Society Ltd. GFGC Bettampady. | | | |
|---|---|---|---|---|---|
| Internship | Student internship | GFGC Bettampady Panaje Primary Agri .CreditCOop. Society Ltd. | 01/01/2019 | 31/03/2019 | ASHOKA P |
| Internship | Student internship | Vidyarashmi First Grade College, Savanoor Yadamangala Primary Agri.Credit Coop. Society Ltd. | 01/01/2019 | 31/03/2019 | ASHWINI K |
| Internship | Student internship | Vivekananda P.U.College Puttur. Primary Coopertaive Agricultral and Rural Development Bank Ltd. Puttur | 01/01/2019 | 31/03/2019 | ASHWINI K S |
| Internship | Student internship | Narimogaru Primary Agri .CreditCOop. Society Ltd. Puttur | 01/01/2019 | 31/03/2019 | ASHWITHA B |
| Internship | Student internship | The South Canara BeeKeepers Coop Society Ltd., Puttur | 01/01/2019 | 31/03/2019 | DEEKSHITH J |
| Internship | Student internship | Alankaru Primary Agri.Credit Coop. Society Ltd. ,Alankaru Primary Agri.Credit Coop. Society Ltd., ShreeR amakunjeshwa r Degree Col lege,Ramakun ja | 01/01/2019 | 31/03/2019 | DEEKSHITH P |
| Internship | Student internship | Sri Saraswathi | 01/01/2019 | 31/03/2019 | GANARAJA Y |

| | | Credit Souharda Shakari Ltd,Puttur Coopertaive Town Bank Puttur | | | |
| --- | --- | --- | --- | --- | --- |
| Internship | Student internship | Perne Primary Agri .CreditCOop. Society Ltd., Perne | 01/01/2019 | 31/03/2019 | HARSHINI I |
| Internship | Student internship | Sri Vinayaka Coffee, Hullar Industrial Area Kudlur, Kushalnagara , kodagu | 01/01/2019 | 31/03/2019 | HARSHITH U M |
| Internship | Student internship | Bhat Associates, Sullia | 01/01/2019 | 31/03/2019 | MADHUSHREE K H |
| Internship | Student internship | The South Canara BeeKeepers Coop Society Ltd., Puttur | 01/01/2019 | 31/03/2019 | MANJUNATHA |
| Internship | Student internship | Coopertaive Town Bank Puttur, Kadeshwalya Primary Agri .CreditCOop. Society Ltd. | 01/01/2019 | 31/03/2019 | MANJUSHREE A |
| Internship | Student internship | Peruvaee Primary Agri.Credit Coop. Society Ltd., Peruvaee. | 01/01/2019 | 31/03/2019 | MEGHA S |
| Internship | Student internship | Shri Venkata ramana Cooperative Ltd., Vittla | 01/01/2019 | 31/03/2019 | PAVITHRA K |
| Internship | Student internship | Idkidu Primary Agri.Credit Coop. Society Ltd. Idkidu | 01/01/2019 | 31/03/2019 | POOJASAVITHR I M |
| Internship | Student internship | Sri Saraswathi Credit | 01/01/2019 | 31/03/2019 | PRASHYA G |

| | | Souharda ShakariLtd,Puttur Puttur Taluk Rubber Growers Marketing and Processing Cooperative Society Ltd., Puttur | | | |
|---|---|---|---|---|---|
| Internship | Student internship | Hathyadka Primary Agri.Credit Coop. Society Ltd., Hathyadka. D.K. | 01/01/2019 | 31/03/2019 | PRATHEEKSHA M M |
| Internship | Student internship | The SCDCC Bank Ltd. Puttur | 01/01/2019 | 31/03/2019 | PRATHEEKSHA RAI N P |
| Internship | Student internship | Mundaje Primary Agri. Credit Coop. Society Ltd. | 01/01/2019 | 31/03/2019 | PRATHIMA |
| Internship | Student internship | Sri Saraswathi Credit Souharda Shakari Ltd,Puttur Coopertaive Town Bank Puttur | 01/01/2019 | 31/03/2019 | RANJITH KUMAR J |
| Internship | Student internship | H.R. Suresh and Co, C.A, Bangalore | 01/01/2019 | 31/03/2019 | RAVI RAMANATH BHAT |
| Internship | Student internship | Vivekananda P.U.CollegePuttur.,Puttur Coopertaive Town Bank Puttur | 01/01/2019 | 31/03/2019 | SHRILAKSHMI A |
| Internship | Student internship | The Panja Primary Agri.Credit Coop. Society Ltd., Panja | 01/01/2019 | 31/03/2019 | SINDHYA N |
| Internship | Student internship | Micro Labs Limited, JigaiBommasand | 01/01/2019 | 31/03/2019 | ABHILASH KUMAR ALVA B |

| | | ra Road, Ban galore560105 , Ph. No. 08110415647 | | | |
|------------|----------------------|---------------------------------------------------------------------------------------|------------|------------|--------------|
| Internship | Student internship | MRPL, Kuthethur, M angalore5750 30 | 01/01/2019 | 31/03/2019 | AKSHATHA K |
| Internship | Student internship | Esente Healthcare Pvt. Ltd., Ganganagar, Bangalore560 032, Ph. No. 08041486767 | 01/01/2019 | 31/03/2019 | BHOOMIKA M E |
| Internship | Student internship | Acecrete Adhesions India Pvt. Ltd., M.G. Road, Mangal ore575003, Ph. No. 08242219917 | 01/01/2019 | 31/03/2019 | GREESHMA C K |
| Internship | Student internship | Megha Fruit Processing Pvt. Ltd. Narimogaru, Puttur574202 , Ph. No. 08251238889 | 01/01/2019 | 31/03/2019 | KOUSHIK K M |
| Internship | Student internship | Mangalore Chemicals and Fertilizers Ltd., Panambur, Ma ngalore57501 0, Ph. No. 08242220600 | 01/01/2019 | 31/03/2019 | MANASA K S |
| Internship | Student internship | Megha Fruit Processing Pvt. Ltd. Narimogaru, Puttur574202 , Ph. No. 08251238889 | 01/01/2019 | 31/03/2019 | MAYOORI |
| Internship | Student internship | Sequent Research Ltd .,Baikampady , mangalore5 75011, Ph. No. 08242402100 | 01/01/2019 | 31/03/2019 | MOHITHA M |
| Internship | Student internship | BASF India Ltd., | 01/01/2019 | 31/03/2019 | PALLAVI K |

| | | Katipalla, mangalore575030, Ph. No. 08242237105 | | | |
|---|---|---|---|---|---|
| Internship | Student internship | Sequent Research Ltd .,Baikampady , mangalore575011, Ph. No. 08242402100 | 01/01/2019 | 31/03/2019 | POORNIMA K |
| Internship | Student internship | Mangalore Chemicals and Fertilizers Ltd., Panambur, Mangalore575010, Ph. No. 08242220600 | 01/01/2019 | 31/03/2019 | PRITHVI K P |
| Internship | Student internship | Mylan Laboratories Ltd., Bommas andraJigani road, Bangal ore560105, Ph. No.08067 397000 | 01/01/2019 | 31/03/2019 | PUSHPAVATHI C H |
| Internship | Student internship | The Campco Ltd., Kemminje, Puttur574202 | 01/01/2019 | 31/03/2019 | RAHESTHA BEGUM |
| Internship | Student internship | The Campco Ltd., Kemminje, Puttur574202 | 01/01/2019 | 31/03/2019 | RAMYASHREE H |
| Internship | Student internship | The Campco Ltd., Kemminje, Puttur574202 | 01/01/2019 | 31/03/2019 | RASHMI P |
| Internship | Student internship | MRPL, Kuthethur, M angalore5750 30 | 01/01/2018 | 31/03/2019 | RASHMITHA B R |
| Internship | Student internship | Acecrete Adhesions India Pvt. Ltd., M.G. Road, Mangal ore575003, Ph. No. 08242219917 | 01/01/2019 | 31/03/2019 | SAISREELATHA |
| Internship | Student internship | Mylan Laboratories | 01/01/2019 | 31/03/2019 | SHUBHASHREE B T |

| Internship | Student internship | BASF India Ltd., Katipalla, mangalore575030, Ph. No. 08242237105 | 01/01/2019 | 31/03/2019 | VINAYASHREE M |
| Internship | Student internship | Mangalore Chemicals and Fertilizers Ltd., Panambur, Mangalore575010, Ph. No. 08242220600 | 01/01/2019 | 31/03/2019 | VINYA A |

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

| Organisation | Date of MoU signed | Purpose/Activities | Number of students/teachers participated under MoUs |
| --- | --- | --- | --- |
| No Data Entered/Not Applicable !!! | | | |

# CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

## 4.1 – Physical Facilities

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

| Budget allocated for infrastructure augmentation | Budget utilized for infrastructure development |
| --- | --- |
| 16665368 | 16665368 |

4.1.2 – Details of augmentation in infrastructure facilities during the year

| Facilities | Existing or Newly Added |
| --- | --- |
| Campus Area | Existing |
| Class rooms | Existing |
| Laboratories | Existing |
| Seminar Halls | Existing |
| Classrooms with LCD facilities | Existing |
| Seminar halls with ICT facilities | Newly Added |
| Video Centre | Newly Added |
| Value of the equipment purchased during the year (rs. in lakhs) | Newly Added |
| Classrooms with LCD facilities | Newly Added |

| Others | Newly Added |
|---|---|

## 4.2 – Library as a Learning Resource

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

| Name of the ILMS software | Nature of automation (fully or patially) | Version | Year of automation |
|---|---|---|---|
| Easy Lib | Fully | Web Version | 2018 |

4.2.2 – Library Services

| Library Service Type | Existing | | Newly Added | | Total | |
|---|---|---|---|---|---|---|
| Text Books | 31963 | 2337480 | 1387 | 316672 | 33350 | 2654152 |
| Reference Books | 34950 | 2672758 | 1895 | 1176385 | 36845 | 3849143 |
| e-Books | 29 | 3597 | 2 | 1890 | 31 | 5487 |
| Journals | 198 | 84735 | 34 | 90380 | 232 | 175115 |
| Digital Database | 1 | 7000 | 0 | 0 | 1 | 7000 |
| CD & Video | 162 | 18419 | 23 | 3030 | 185 | 21449 |
| Library Automation | 1 | 863887 | 0 | 0 | 1 | 863887 |

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

| Name of the Teacher | Name of the Module | Platformon which module is developed | Date of launching e-content |
|---|---|---|---|
| No Data Entered/Not Applicable !!! | | | |

## 4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

| Type | Total Computers | Computer Lab | Internet | Browsing centers | Computer Centers | Office | Departments | Available Bandwidth (MBPS/ GBPS) | Others |
|---|---|---|---|---|---|---|---|---|---|
| Existing | 119 | 85 | 4 | 5 | 0 | 8 | 16 | 100 | 0 |
| Added | 59 | 0 | 0 | 0 | 21 | 3 | 2 | 100 | 0 |
| Total | 178 | 85 | 4 | 5 | 21 | 11 | 18 | 200 | 0 |

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

| 100 MBPS/ GBPS |
|---|

4.3.3 – Facility for e-content

| Name of the e-content development facility | Provide the link of the videos and media centre and recording facility |
|---|---|
| No Data Entered/Not Applicable !!! | |

**4.4 – Maintenance of Campus Infrastructure**

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

| Assigned Budget on academic facilities | Expenditure incurred on maintenance of academic facilities | Assigned budget on physical facilities | Expenditure incurredon maintenance of physical facilites |
|---|---|---|---|
| 4562500 | 4592160 | 1100000 | 804294 |

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

The institution accords great importance to the fact that the need of the day in the educational field is studentcentred teaching and learning with the appropriate use of ICT alongwith the traditional chalkandtalk. In this regard, econtent study materials are made available for the use of students both in the departments and in the college library. The library has a dedicated freetouse cyber centre for the benefit of both the staff and students. Alongwith this, educational DVDs, language lab, LCD projectors fitted into specific classrooms enable the students to get varied and latest information in various areas of study. As an updated policy decision, students are encouraged to make use of computers for MS Word, MS Powerpoint, MS Excel, Adobe Photoshop, Adobe PageMaker, Adobe Indesign for presentations, class seminars, pagination work, preparation of news bulletin etc. These facilities are used not only for courserelated study, but also for preparing for offcampus competitions, camps, conferences etc.

http://vcputtur.ac.in/iqac

# CRITERION V – STUDENT SUPPORT AND PROGRESSION

**5.1 – Student Support**

5.1.1 – Scholarships and Financial Support

|  | Name/Title of the scheme | Number of students | Amount in Rupees |
|---|---|---|---|
| Financial Support from institution | Scholarship from Vivekananda Vidyavardhaka Sangha and PTA | 207 | 247380 |
| Financial Support from Other Sources |  |  |  |
| a) National | 247380 | 37 | 370000 |
| b)International | NIL | 0 | 0 |

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

| Name of the capability enhancement scheme | Date of implemetation | Number of students enrolled | Agencies involved |
|---|---|---|---|
| Leadership Training | 03/08/2018 | 77 | MR PAI Foundation |
| Career guidance program | 10/08/2018 | 150 | Science Association IT Club |
| Motivational Talk | 28/08/2018 | 110 | Cpmmerce and Management |

| Business Proposal and presentation skills | 24/08/2018 | 70 | ITM Institute |
|---|---|---|---|
| Soft skill training | 11/09/2018 | 90 | Student Concil |
| CRT program (Aptitude training) | 03/12/2018 | 50 | First Round Comapnay |

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

| Year | Name of the scheme | Number of benefited students for competitive examination | Number of benefited students by career counseling activities | Number of students who have passedin the comp. exam | Number of studentsp placed |
|---|---|---|---|---|---|
| No Data Entered/Not Applicable !!! | | | | | |

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

| Total grievances received | Number of grievances redressed | Avg. number of days for grievance redressal |
|---|---|---|
| No Data Entered/Not Applicable !!! | | |

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

| On campus | | | Off campus | | |
|---|---|---|---|---|---|
| Nameof organizations visited | Number of students participated | Number of stduents placed | Nameof organizations visited | Number of students participated | Number of stduents placed |
| SAP LAB Pvt Ltd , Web People | 60 | 5 | Wipro , Infosys | 40 | 2 |

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

| Year | Number of students enrolling into higher education | Programme graduated from | Depratment graduated from | Name of institution joined | Name of programme admitted to |
|---|---|---|---|---|---|
| 2018 | 61 | BA | Arts | Mangalore University , Vivekananda Educational Institution , Mysore Open University , VCP(PG) , SDM College Ujire , Maharajas | MA , BEd , BPED , MSW , MCJ , IAS , Aviation , Nursing |

| | | | | College Ernakulum , Clasic IAS Academy Delhi , Franktinn Institutte Bangalore , Wenlock Hospital Mlore, VLC Puttur | |
|---|---|---|---|---|---|
| 2018 | 121 | B.Sc | Basics Science , Computer Science | Mangalore University , SDM Ujire , Alvas PG College Moodabidri , VCP PG Puttur , Jnana Cauvery PG Centre Kodagu , Mysore University. MAHE Manipal , SPC Puttur, CMS Business School Bangalore | MSc ,, MBA,MCA |
| 2018 | 212 | B.Com | Commerce | Mangalore University,FMKMC Madikeri, GFGC Uppinangady,SPC Puttur,SDM Ujire,St Aloyisius Mangalore,SITM Mangalore,Ramayya Institute of management Bangalore,VCET Puttur,Mysore University,DON BASCO Bangalore,Bangalore Univeristy | MCOM,MBA,B.Ed,CA,IPCC,CMA,Aviation,CS,Bank Coaching,LLB |
| 2018 | 17 | BBA | Business Administration | Mangalore University,SDM Ujire,St joseph College of | MBA,CMA,LLB |

| Year | | | | | |
|---|---|---|---|---|---|
| | | | | eng Mangalore,Mysore Univeristy,Vivekananda Law college puttur,Christ College Bangalore,Sahyadri Mangalore,SIMS Mangalore | |
| 2018 | 32 | BCA | Computer Science | NMAMIT karkala,Mangalore University,AIMIT mangalore,SIT Kenjar Mangalore,Spiroor Kannur,National School of Business Bangalore,JSS Science & Technology University Mysore,Qspider Hall Bangalore | MCA,Phython,MBA,BE.d |

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

| Items | Number of students selected/ qualifying |
|---|---|
| Any Other | 5 |

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

| Activity | Level | Number of Participants |
|---|---|---|
| M.Com Fest Viveka Shodhana | University | 224 |
| M.Sc Fest Shodhana | University | 80 |
| It Fest | State | 332 |
| Media Vivek Fest | State | 150 |
| Mansoon Chess | University | 180 |
| Vivekananda Jayanthi Cultural Compitations | Univesity | 135 |

## 5.3 – Student Participation and Activities

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

| Year | Name of the | National/ | Number of | Number of | Student ID | Name of the |
|---|---|---|---|---|---|---|

| | award/medal | Internaional | awards for Sports | awards for Cultural | number | student |
|---|---|---|---|---|---|---|

<div align="center">**No Data Entered/Not Applicable !!!**</div>

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

The College Student Council is an elected one, the process being done in a democratic and transparent way in the beginning of the year. The Council is elected by the class representatives, who in turn are elected by students through direct/secret ballot, with both the teaching and nonteaching staff. Once the election is conducted, the Principal and the SWOs conduct meetings with the Student Council, in which matters related to student activities, examinations, celebration of festivals, Athletic meets, competitions, camps, conferences, Talents' Day, College Day, extension activities etc., are planned. Throughout the year, all major studentrelated academic decisions are taken in consultation with the Student Council. The college ensures that the Council takes proactive part in all the programmes conducted in the college. Understanding the need for a clean and green environment, and to stand as a model for the society at large, the college with the initiative of the Student Council conducts a Swacch Campus Programme every year. And as usual with every year, this year also, the Student Council takes active interest in the celebration of all National festivals. Organizing Blood Donation Camps in collaboration with the Red Cross and NGOs has been an annual process here, including this year. Other than these, the Council assists the college administrative authorities in conducting the College Annual day, intercollegiate cultural competitions, fests, athletic meets and sports championships. Under the guidance of the faculty and the Fine Arts Association, the Council takes part in the Talents' day programme. Under various Associations and departments, the students take responsibility in organizing Intramural competitions, Leadership Training programme, workshops/seminars/conferences and Extension and outreach programmes.

## 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Yes, there is a registered Alumni Association Vivekananda College Hiriya Vidyarthigala Sangha®. It plays a major role in the development of the institution. There is a designated committee for the Association with the Presidentship of Dr. Thalthaje Vasanthakumara. He not only was one of our alumni, but also a faculty member in the Department of Kannada here. After a brief period of service here, he went on to become a Professor and later Head of the Department of Kannada in Mumbai University. The college alumni are offering their services in matters of governance and leadership. Sri Srinivas Pai, the President of the College Governing Council, Sri Chaitra Narayana Sri Muralikrishna C are the members of our Alumni Association. Sri Sediyapu Janardhana Bhat, the Treasurer of the College Governing Council and many directors of VVS Puttur® are the alumni of this college. Besides this, a number of staff (Teaching and NonTeaching) members are also our alumni. This indicates the strength of the alumni and the support given by the institution. The Alumni Association has contributed a major share in maintaining the following: Instituted endowment scholarships, Annapoorna Free midday meal, offering true leadership, qualities to the business class, entrepreneur alumni take special interest to provide employment opportunities to our students. The Alumni Association has taken up the responsibility of bearing the daily commuting charge of a differently abled BA student Ms. Chaithra. Apart from their annual

activities, the Alumni Association has been closely associated with Freshers' welcome, honoring meritorious students, organizing musical programmes by renowned singers who were once students here. Names of the alumni who have set up endowment prizes/scholarships and free midday meal funds are: Dr. Annapoorna Kini, USA, Dr. Thalthaje Vasanthakumara, Mumbai University, Dr. Parameshwara Bhat, Sri Sediyapu Janardhana Bhat, Sri Hosamata Vasudeva Shenoy, Sri KC Prabhu, Sri Harish Shetty, Sri Manmohan, Sri Harish Bantwal, Ms. Reshma Shetty, Dr. Madhura Bhat, Puttur, Dr. Ganapathi Bhat, Mangala Hospital,Mangaluru, Dr. Ganesh Puttur, Sri PR Bantwal, Sri Udaya Kumar, Sri P Ishwara Bhat, ViceChancellor, Law University, Kolkata and others. The former faculty members are always associated with the college. Their contribution after their retirement is also considerably high. Names of the ExPrincipals and staff members who contributed to the development of the college: Prof. GK Shenoy, Prof. M Sooryanarayanappa, Prof. DS Bhat, Prof. B Janardhana Bhat, Prof. Ravi Rao, Prof. AV Narayan, Prof. U Rammohan Rao, Prof. PR Karanth, Dr. Shridhar Bhat, Prof. Vedavyasa, Dr. H Madhava Bhat, Prof. L Shridhar Bhat, Prof. Amrutha Someshwara, Prof. Venkataramana Bhat A, Major MN Chettiar, Prof. VB Arthikaje, Prof. PS Madhyasta, Prof. Vatsala Rajni, Prof. Cicily Kutty Philip, Prof. VU Kurien, Dr. KPL Moodithaya, Prof. Seetharama Rai, Prof. GT Bhat and others.

| 5.4.2 – No. of enrolled Alumni: |
| --- |
| 3981 |

| 5.4.3 – Alumni contribution during the year (in Rupees) : |
| --- |
| 55000 |

| 5.4.4 – Meetings/activities organized by Alumni Association : |
| --- |
| 03 |

# CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

## 6.1 – Institutional Vision and Leadership

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

A participative kind of management is followed in the institution –be it the Management meeting or Student Council meeting – to ensure the active participation of the stakeholders. The Principal himself is an exofficio member of the College Governing Council. We also have a Staff Representative to the Governing Council. Important decisions and resolutions pertaining to the functioning of the college activities are taken in the presence of the Principal and the Staff Representative. We ensure student representation in the IQAC and many associations like Women's Cell, Library Committee etc. The top Management, The Principal, IQAC, Planning Board, Staff Council, Student Council, PTA, Alumni Association and wellwishers meet regularly to plan and review the implementation of the stated Vision and Mission. The Management takes part in decision making processes of the college activities. Monthly meetings of the College Governing Council ensure active participation of the Management. Also, the Management takes keen interest in planning and participating in all the major religious and national festivals. Further, college requirements and needs are fulfilled time to time by the College Management.

| 6.1.2 – Does the institution have a Management Information System (MIS)? |
| --- |
| No |

## 6.2 – Strategy Development and Deployment

| 6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each): | |
|---|---|
| Strategy Type | Details |
| Research and Development | Our college is known for its dedicated efforts towards achieving excellence in teaching and research. The Economics, History and other social sciences, Botany and other Basic Sciences, Commerce and Language Departments (Kannada, Hindi, Sanskrit and English) have been working to take research to the various sections of the society. The college has been actively involved in developing a research culture among its staff members. The Management has a procedure of granting study leave with pay for research scholars for the PhD course work. As of now, twenty faculty members have been awarded with doctorate degrees (PhD) in their respective areas of specialization, while ten are holders of a Masters in Philosophy (MPhil). Apart from this, a considerable number of the staff members are actively engaged in research. The campus has Vivekananda Centre for Research Studies Puttur ®, a unit of Vivekananda Vidyavardaka Sangha Puttur® started in 2013 to conduct research studies and extension activities on economic, social and technological aspects. |
| Library, ICT and Physical Infrastructure / Instrumentation | Additional features have been added to the library to meet the growing needs of the students, staff and researchers' community of the college. Many reference books and eresources have been procured through UGC and Management funds. A separate section for Back volume of research journals is maintained in the library. The college library is continuing the membership to INFLIBNET. Journals and periodicals in the library bring the latest innovations and research findings in various disciplines to the interested students and staff. Braille materials are available in the library. There is a separate Assistant Librarian for the PG section of the library. The advantage for the PG students is that they have access for reference and borrowing from the book section of the entire library for cross reference. There is a separate Research wing for the benefit of researchers. There is a proposal for a separate library facility in the new PG block. |

| | |
|---|---|
| Curriculum Development | Curriculum Development: The following action plans are undertaken as per the guidance of the IQAC, the Principal and the HoDs to implement the curriculum. A meeting of the IQAC is convened in the beginning of the academic year. Decisions are taken on the academic matters of the year. The action plan formulated in that meeting is communicated to the heads of all the departments in the HoD meeting. Necessary steps are taken to implement the issues related to the curriculum and other activities. |
| Teaching and Learning | Teaching and Learning: It has been a policy system here in our college that planning for the forthcoming academic year before the closure of the running year has been our working system. We have a policy of a studentcentric academic plan and as a result, we have always had a preplanned schedule for total workload, work distribution, subject allocation to individual staff member, necessity for new recruitments etc., which is determined in consultation with the HoDs. Based on the departmental requirement for new recruits, the Principal hands over a prepared report to the Governing Council after which necessary steps are taken to fill in the posts in accordance to student strength. The college has adopted innovative methods in the teachinglearning process which is being revised from time to time. As a facilitator, the IQAC conducts annual training programmes for the newly recruited staff members to orient them for classroom teaching, valuation methods, departmental activities etc., Guest talks, seminars and conferences conducted by the various departments are with the guidance of the IQAC. The IQAC helps in the preparation of the academic calendar. Because of the fact that the Management encourages for arranging workshops and seminars related to syllabus, teaching methodology, examination and evaluation, it provides for a lot of faculty development. These staff members are provided with TA, Registration fees and Special Casual Leave. The Management supports the staff members to pursue research. It also provides administrative assistance to the institution. The institution |

| | |
|---|---|
| | supports technologyaided education by conducting Staff Improvement programmes, providing ICTenabled classrooms and access to the Internet. In addition to the textbooks, the institution provides ebooks, ejournals in the library. Staff members and students make use of computers for power point presentations of their seminars and projects. Browsing Centre is provided in the library to the students free of cost. Campus wide WiFi is provided for the use of office and teaching staff. Special Leave with salary is provided to the faculty members who are selected for course work in PhD. National /State / Regional/University level seminars are conducted in the College for the benefit of students/staff members/research scholars and other stakeholders. Department libraries are maintained. |
| Examination and Evaluation | : The evaluation of Internal Assessment tests is done in accordance to the University norms. Evaluation of student performance in cocurricular activities is determined as per the University directives of the CreditBased Semester System for UG courses which has set aside a maximum of 50 marks in each semester for cocurricular activities and each club maintains a performance file for every student. Semester system as per University regulations is followed in the PG level, with two Internal Assessment tests per semester. However, activities like seminars, paper presentations, assignments, reports and viva are also counted for the students' Internal assessment. Progress Report is generated after Internal Assessment test and communicated to the parents/guardians to get their feedback. The evaluation for Internal Assessment/CC EC is done in a methodical way. The college has been following a transparent method of evaluation and award of Internal Assessment Marks. The examination schedule is published in the College calendar and in the college website and the college notice boards. The Internal Marks are displayed on the notice board of all the Departments for verification and correction. The End Semester Examinations are conducted by the University. Informal evaluation carried |

| | |
|---|---|
| | out through academic advisorship/mentorship has helped in raising the quality of the student performance |
| Industry Interaction / Collaboration | : The institution offers professional programmes like Business Management, Journalism, and Computer Applications which demand enormous skill components. To nurture entrepreneurial skills, the students are given the required exposure through industrial visits, project works, student industry interface and Guest Lectures by scholars/entrepreneurs. A good number of students who have passed out from the college either have their own industrial units or are in top managerial positions. Since the syllabus is framed by the University, there is little scope for the college to change the contents of the syllabus to the requirements of the industry. However, while framing the syllabus, senior faculty members give their suggestions in the BOS meetings, keeping in view the requirements of the industry. The college gives importance to bring a qualitative change among the students. The IQAC acts as a nodal agency which advises various academic and administrative activities of the college. Use of ICT is encouraged for better learning experience. |
| Admission of Students | : Being a premier educational institution in the State, students from all over India seek admission here. We strictly adhere to the Government and University guidelines while maintaining the transparency in the admission and it has brought credibility to the democratic functioning of the college. Admission criteria to the selffinanced programmes do not in any way differ from admissions to grantinaid programmes. While the seat allotment for grantinaid is 80:20 basis for Government and Management candidates, the seat allotment for nongrant programmes is on a 50:50 basis for Government and Management candidates. Various steps are undertaken by the college to ensure publicity and transparency. Taking into consideration the need for creating awareness about higher education and career opportunities among the PU students, a wellorganized team from the college |

visited 36 neighbouring PU colleges during the end of the academic year with course information and other facilities on higher education and career prospects that our college offers. Annual visits are organized by the departments to PU colleges to provide information on the courses available. During the process of admission, educational counselling was given for the benefit of the students to guide them with regard to the choice of courses/subjects. The Annual ParentTeacher meet helps the institution to create awareness among the public about the programmes offered by the college. Apart from the above, the college makes use of both the print and electronic media to attract students from a wide section of the society across different socioeconomic backgrounds. For publicity purposes, the distribution of college brochures are undertaken in the orientation programmes conducted for PU colleges. Apart from this the distribution is also taking place within and outside the campus as and when various programmes are conducted. By the time PreUniversity results are announced, information regarding courses offered and admission guidelines are published in prominent local, state and in vernacular newspapers. A hard copy of the prospectus containing details of courses alongwith subject combinations, admission process, scholarships, hostel facilities etc., is given to the students who come seeking admission in the college. To ensure publicity in the electronic media, the college website offers detailed information of geographical location of the campus, transportation facilities, programmes offered, admission details etc., details of PG courses, Certificate and Diploma courses are also displayed in the website. Display boards containing information of admission dates and courses are displayed within and outside the campus. Apart from providing basic entry level information for enrolment, college notice boards are used to display the merit list of selected students and last dates for Registration and Admission as per Government and Mangalore University guidelines. Streamwise transparent

admission procedure is done with separate Admission Committees. The college office administration is fully computerized. All the departments are connected with LAN. In view of strengthening egovernance, all academic works related to admissions, governance, examinations etc., are digitalized. The institution has showed enough courage and commitment to start selffinanced courses whenever such needs were felt and adhering to Government Rules on the Admission Procedure.

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

| E-governace area | Details |
|---|---|
| Administration | Student admission process is conducted digitally here in the college both for UG and PG courses except for the application form and facetoface meeting with the Admission Committee and the Principal. The details of the scholarships are provided on the website and the filing of the scholarship awardees is done digitally. Communication with the university of the studentrelated processes, and also of teaching and learning is done in the digitized manner. |
| Finance and Accounts | Student admission fees collection, communication with the bank branch are done through computer systems. Also, staff related procedures are organized digitally. |
| Student Admission and Support | The college office administration is fully computerized. All the departments are connected with LAN. In view of strengthening egovernance, all academic works related to admissions, governance, examinations etc., are digitalized. |
| Student Admission and Support | The use of RoboVidya technology enables the college staff to maintain the internal examination records which is centralized to the college office. The office staff generates the Student progress report after Internal examinations, it has a system to assilimate the total Internal Assessment marks of each student to be sent to Mangalore University |

## 6.3 – Faculty Empowerment Strategies

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

| Year | Name of Teacher | Name of conference/ workshop attended for which financial support provided | Name of the professional body for which membership fee is provided | Amount of support |
|---|---|---|---|---|
| 2018 | Mr. Suhash Krishna | National Symphosiya Programme | St. Aloysius College Mangalore | 1400 |
| 2018 | Dr. Smitha | Priming Plant Taxonomy | St. Agnes College Mangalore | 2480 |
| 2018 | Dr. Durgarathna C | 02 days International seminar on Hindi | Karnataka University Dharwad | 1000 |
| 2018 | Smt. Ravikala ,Ms. Amruthasha nubhag | 02 days International Conference | St. Agnes College Mangalore | 2400 |
| 2018 | Smt .Ravikala, Smt .Rekha ,Mr. Srinath | 02 days International Conference | St. Agnes College Mangalore | 4752 |
| 2018 | Mrs .Jyothi, MM Shashikantha, Ravikala, Srinath ,Vidya KN, Annapoorna ,Shivaprasad, Punith | National Seminar | KSS College Subramanya | 2214 |
| 2018 | Mrs .Mothi Bai | English Conference | St. Aloysius College Mangalore | 1430 |
| 2018 | Apoorva,Rachana D | National Conference on Chemistry | Govinda Das College Surathkal | 1200 |
| 2018 | Bhavya | State Level Conference | MGM College | 2053 |

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

| Year | Title of the professional development programme organised for teaching staff | Title of the administrative training programme organised for non-teaching staff | From date | To Date | Number of participants (Teaching staff) | Number of participants (non-teaching staff) |
|---|---|---|---|---|---|---|
| 2018 | FDP | IQAC | 14/07/2018 | 14/07/2018 | 25 | 0 |
| 2018 | Sahamilana | VVS | 28/07/2018 | 28/07/2018 | 105 | 0 |
| 2019 | FDP | ICT | 08/09/2019 | 08/09/2019 | 15 | 0 |

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher

Course, Short Term Course, Faculty Development Programmes during the year

| Title of the professional development programme | Number of teachers who attended | From Date | To date | Duration |
|---|---|---|---|---|
| FDP – ICT academy | 1 | 08/02/2019 | 09/02/2019 | 2 |
| ICT academy | 1 | 24/09/2019 | 24/09/2019 | 1 |

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

| Teaching | | Non-teaching | |
|---|---|---|---|
| Permanent | Full Time | Permanent | Full Time |
| 0 | 7 | 0 | 4 |

6.3.5 – Welfare schemes for

| Teaching | Non-teaching | Students |
|---|---|---|
| The College Management has made arrangements for various welfare schemes for the teaching fraternity, particularly for the Managementappointed staff in the college. EPF and ESI facilities are provided for the needed staff. Short term loans upon application are provided. Long leave facilities like medical leave, maternity leave and special leave are also sanctioned. | The facilities provided for the Management appointed teaching staff are also provided for the nonteaching | Various welfare schemes are provided for the benefit of the student community like: Scholarships for poor students by the VVS Puttur®, Annapoorna Free Midday meal facilities to the socioeconomically backward students, Book Bank facilities for SC/ST/OBC and other students, canteen and hostel facilities, nutritious food facility for sportspersons, drinking water dispensers (hot and cold). Health Centre in the campus for regular medical checkup and consultation. Arrangements are made to obtain bus passes. Banking facility, Stationery facility, Girls waiting room, Browsing centre (free of cost), HRD Cell, Financial support to the students who participate in the competitions outside the campus. Added to these, the Management has taken up a step in providing relaxation in hospital bills for admitted patients in selected hospitals in the |

| | | town. The incampus Vivekananda Ayurveda Hospital extends its service to the student and staff community of the college |
| --- | --- | --- |

## 6.4 – Financial Management and Resource Mobilization

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

Internal audit is done by the staff appointed by the parent body Vivekananda Vidyavardhaka Sangha. External audit of accounts are regularly by the local Chartered Accountant. The UGC and government funds are audited by the Accountant General office staff.The audit reports are checked by the staff from the Joint Director of Collegiate Education. There are no major audit objections in this year.

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

| Name of the non government funding agencies /individuals | Funds/ Grnats received in Rs. | Purpose |
| --- | --- | --- |
| College Management | 23544406 | Towards Management Staff Salary,College Activities,KSTB, KSSW,NTW Funds,Affiliation Fees and Miscellaneous Expenses,Consumable and Non Consumables expenses for Labs,Purchase of New Equipments |

6.4.3 – Total corpus fund generated

<div align="center">No Data Entered/Not Applicable !!!</div>

## 6.5 – Internal Quality Assurance System

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

| Audit Type | External | | Internal | |
| --- | --- | --- | --- | --- |
| | Yes/No | Agency | Yes/No | Authority |
| Academic | No | | Yes | IQAC |
| Administrative | Yes | Vivekanada Vidyavardhaka Sangha Auditor | Yes | IQAC |

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

• Yearly general body meeting discussion on issues • Financial help to the students from PTA for providing Midday meal (80 Students) • Felicitation for the desired students with academic performance (50 members) • Scholarships to the academic outstanding students

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

Training Program For Nonteaching Staff By college And Vivekananda Vidyavardhaka Sangha Training On WEB Version of Easy LIB(Library Automation Software) Lab Maintenance Training for Nonteaching Staff

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

Introduced TWO more Post Graduate Programs ( MCJ MSc in Maths) Introduced More Certificate Courses Strengthened ICT enabled teaching and learning

## 6.5.5 – Internal Quality Assurance System Details

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

## 6.5.6 – Number of Quality Initiatives undertaken during the year

| Year | Name of quality initiative by IQAC | Date of conducting IQAC | Duration From | Duration To | Number of participants |
|---|---|---|---|---|---|
| 2018 | Orientation program for newly recruited staff | 14/07/2018 | 14/07/2018 | 14/07/2018 | 30 |
| 2018 | Carrier Guidance for students | 10/08/2018 | 10/08/2018 | 10/08/2018 | 210 |
| 2018 | Carrier Guidance program for PU students( JNANA SANGAMA) | 06/09/2018 | 06/09/2018 | 06/09/2018 | 150 |
| 2019 | Promotion of basic science lab experiments program for high school students (IN DEPTH) | 10/01/2019 | 10/01/2019 | 14/01/2019 | 300 |

## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

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

| Title of the programme | Period from | Period To | Number of Participants | |
|---|---|---|---|---|
| | | | Female | Male |
| Awareness programme on Adolescent health | 07/09/2018 | 07/09/2018 | 642 | 0 |

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

Percentage of power requirement of the University met by the renewable energy sources

| Solar Power Plant installed on the College roof top. 100 power requirement of the college met by the renewable energy source |
| --- |

## 7.1.3 – Differently abled (Divyangjan) friendliness

| Item facilities | Yes/No | Number of beneficiaries |
| --- | --- | --- |
| Physical facilities | Yes | 1 |
| Ramp/Rails | Yes | 1 |
| Rest Rooms | Yes | 1 |
| Any other similar facility | Yes | 1 |

## 7.1.4 – Inclusion and Situatedness

| Year | Number of initiatives to address locational advantages and disadvantages | Number of initiatives taken to engage with and contribute to local community | Date | Duration | Name of initiative | Issues addressed | Number of participating students and staff |
| --- | --- | --- | --- | --- | --- | --- | --- |
| 2019 | 1 | 5 | 11/04/2019 | 126 | Grama Vikasa Yojana | Medical camp,Paddy cultivation,Awareness about chemical science ,Digital India concept – Information on ECommerceSpoken English Classes for school children | 731 |

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

| Title | Date of publication | Follow up(max 100 words) |
| --- | --- | --- |
| College Calendar | 01/06/2018 | Introduced dress code i.e. uniform prescribed by the college in the prescribed stitching pattern, TShirts, three fourth trousers, low waist are all prohibited. Jeans, pushups and leggings are also prohibited for girls. Further use of head |

coverings are prohibited. Unauthorised books magazines are any such things are not allowed to the campus. Mobile phones are also prohibited. 75 attendance in each subject is essential for attending the University Examinations. Students have to compulsorily were ID card in the campus.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

| Activity | Duration From | Duration To | Number of participants |
|---|---|---|---|
| International Yoga Day | 21/06/2018 | 21/06/2018 | 1000 |
| Swacch Bharath Abhiyan | 02/10/2018 | 02/10/2019 | 400 |
| Ganeshotsava | 13/09/2018 | 15/09/2018 | 2400 |
| National Youth Day | 12/01/2019 | 12/01/2019 | 2400 |

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

1. Installed Solar Power Plant 2. Waste Water Management System Implemented. 3. Green Campus. 4. Solar water heater in the College Hostel. 5. Use of CFL and LED bulbs 6. Rain water harvesting.

## 7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice 1 1. Title: Annapoorna Free Midday Meal Scheme for SC/ST/OBC and other poor students 2. Goal: To help the economically backward students by providing working lunch To provide working lunch for students who commute on a daily basis from long distances and remote areas To offer this facility to physically challenged students To offer moral support to students whose family background is of the labour class To encourage and provide support from the college to those students who work and earn during holidays and spare hours To see to it that no student sits in class on a hungry stomach 3. The Context: This college was established with the noble intention of providing quality and affordable education to students of rural areas in Puttur and neighbouring taluks. The majority of students in our college come from family backgrounds that earn money through farm labour and other forms of manual labour. Therefore the money earned is through daily wages, which has no promise of pension and bonus and therefore no long term security. In 1975, the then Principal, Prof. M Sooryanarayanappa understood the need of encouragement to students in addition to providing education within the classroom. So, this scheme was introduced with the noble cause of providing a working lunch to all those who could not afford to bring lunch. Since the inception of this practice in 1975, we follow the policy of uniformity in the sense that we provide the same lunch as provided to those who pay for lunch, to students benefitting from this scheme. 4.The Practice: Step 1: Inviting applications Soon after the first week of commencement of classes in the academic year, the Annapoorna Free Midday Meal Committee which comprises the college staff of various streams begins its work by sending out notices to all classes inviting handwritten applications from interested students, and around a week's time is given for the same. The

applications contain the details of their native place or place of stay, economic conditions, number of family members, etc. Step 2: Classification After the Committee receives application forms, the forms are arranged in different steps, streamwise, then classwise and later sectionwise. Depending on the number of application forms in each section, interview dates are fixed and displayed on the notice board. Step 3: Interview Interviews are conducted after the class hours so that students don't have the grievance of losing classes in their effort to benefit from this scheme. The staff who is part of the Committee conducts structured interviews. In the interview, their performance in studies, previous examination results, family background and present conditions, financial status etc. are asked and evaluated. However, for physically challenged students none of the above criteria is considered, the scheme is extended to them without question. Step 4: Shortlisting The interview process is followed up by a meeting of a committee to shortlist the beneficiaries. Step 5: List display This shortlisting process generates three lists as said above, and the lists are put up on the notice board with a certain gap between the display of each list. Soon after the display of each list, a meeting is convened to inform them of their benefit and to provide them with a form to be signed by their parents. Step 6: Briefing to students and registration in canteen Each meeting is addressed by the Convenor of the Midday Meal Committee and the students are informed about the college's initiative for this scheme, therefore making them realise the importance and the efforts behind this scheme. They are also informed about the registration in the canteen, so that they affix their signatures every day before lunch in the canteen. 5. Evidence of Success This scheme has been benefitting several students over the years, and has been running without a hitch since 1975. In addition, the number of application forms is at a rise year after year. The gratification that we have is that the beneficiaries turn into sponsors after they become professionals. The above is backed by the PTA stepping forward to financially support 80 students per year in the recent years. The Alumni Association also join hands with this noble cause. Best Practice II 1. Title: Promotion of Basic Science and scientific temperament among budding learners through Indepth programme – a unique series of demonstration of science experiments for high school students 2. Goals: To bring about awareness of Basic Science To make the college infrastructure especially the laboratories reach out to the rural and semiurban students. To provide practical demonstrations to those who are deprived of laboratory facilities in their schools To provide inputs for SSLC students towards higher education and career options • To provide practice and handson experience to our BSc students in experimentation, demonstration, teaching practice, communication skills, self confidence etc., To provide impetus towards social commitment, environmental awareness, preservation of endangered and traditional breeds and medicinal species To inculcate the habit of research extension activities among the rural and semiurban students 3. The Context: Linking high school education with higher education: This innovative extension programme comprising 3 to 4 days started way back in 1984, with the noble intention of educating the high school students of Puttur and neighbouring taluks about the theory and application of Science in order to promote their interest in Basic Science. It was initiated by the Science faculty with the leadership of Prof. DS Bhat, the then HoD of the Department of Physics and has been conducted during all these 31 years, with commitment and passion. This step has been an awakening for SSLC students to gain practical knowledge of Basic Science, to choose their subjects of interest after their school level, and also to chalk out their career in their future life. The institution has a longstanding policy of educating all those who come seeking knowledge, and reaching out to the masses, and the objective of our parent body drafted in 1915 states so. In this light, the Indepth programme, as stated above, gives a lot of input to high school students towards stepping into the next levels of education, and for their career

options. Applied learning: This annual Indepth event not only functions as a college activity, but also as an extension programme. The experiment demonstrations done by our degree students to high school students of Puttur and neighbouring taluks stress on Basic Science and applied learning. 4. The Practice : Step 1: Planning: The Science faculty initiates the Indepth programme every year through a meeting with the Principal and fixes the schedule and the dates for the programme. A Staff Coordinator is selected in this meeting. As per the directions of the Principal, the Coordinator and the heads of the departments of the Science faculty, the responsibility of the laboratories are assigned to various staff members. These staff members further select BSc students for the event. The Departments of Physics, Chemistry, Botany, Zoology and Mathematics form part of the event and gear up their laboratories modules. Step 2 – Preparation: The Science faculty under the supervision of the Coordinator undertakes the task of selecting schools from Puttur and neighbouring taluks for this annual event. For government schools, a letter is dispatched to the Block Education Officer requesting him to permit government schools to participate in this Indepth programme. Simultaneously, the selected list of schools is informed through a letter to the Headmasters about the prescribed dates for their arrival to our campus. The selected BSc students are given the freedom to select the laboratory of their choice and knowledge, and the staff members train them in all the experiments to be demonstrated in that particular lab. Then the Science staff including the Lab assistants and the students prepares the laboratories for the event. Depending on the demonstration to be done, apparatus, samples, modules, models and components are prepared in the labs. Step 3 – Execution: After the dates of the event are fixed, invitations are printed and dispatched to various schools with the schedule of events. The actual execution begins on the first day of the Indepth programme with a formal inaugural done by a teacher or researcher of Science. After the inaugural, the batch of school students and staff of that day are briefed about their schedule of lab visits. This procedure is systematically followed during all the days, for all the batches of invited school students in the 5 laboratories. Every day, the demonstrations in all the five laboratories begin at 9 am, and no invited school student is deprived of any experiment or sample/module. Our BSc students who do the demonstrations always welcome interactions from the school students, and because all BSc students in a particular lab are familiar with all the experiments and samples, these students move on a rotation basis as and when required. As mentioned above, this aspect provides the BSc students with a variety of information about Basic Science and also introduces them to the challenges of effective teaching.

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

## 7.3 – Institutional Distinctiveness

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

<span style="color:red">**No data entered !!!**</span>

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

PG seminar Hall: The college is considering the construction of a new PG seminar hall for the academic purposes of the 4 programs. Both the students and the staff can make use of the seminar hall and its equipments for lectures, guest lectures, debates, presentations, seminars and workshops etc. Multimedia Studio: In the PG block, a new Multimedia Studio with fullyequipped print and electronic materials will be established by the next year. News reporting, recording of video

lectures, culturerelated programmes, interviews, quiz programmes, skilloriented programmes like presentation, editing, making videos etc is planned to be done in the studio. Campus beautification: In addition to the improvements in the teachinglearning areas, the College Management has also taken interest in the green campus necessity. In addition to the prevalent plants and trees, there are plans of extension of the lawn and the garden. Also, there are plans for a botanical garden and a garden of medicinal plants. Seminars, fests: The college has plans for encouraging the students and staff to arrange intercollegiate fests and seminars and therefore provide opportunities for selfdevelopment outside the classroom atmosphere. Choice based semester system: The present UG section has a Credit based semester system whereas the PG section is following Choice based Semester system. The teachinglearning procedure, examination patterns etc. follow the guidelines of that system framed by the University. Mangalore University will introduce Choice based semester system to all the UG courses from the next academic year. We will follow the system as per the guidelines by the University. Tracking system software for student performance: The College Management has plans for implementing a software with respect to student attendance and exam performance, followed by the communication to their respective parents. This will not only help in the college having a track of the student performance, but also in the updating of our governance. Training programmes: Understanding the need for updating the knowledge base of both the students and the staff, the Management is encouraging the college for arranging training programmes in various topics and courses. Practical student magazine: The Department of Journalism has a future plan of introducing Vinoothana fortnightly magazine to improve the writing skill, pagination, photography, making interviews etc. of the students.