

The Annual Quality Assurance Report (AQAR) of the IQAC

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

Part – A

I. Details of the Institution

1.1 Name of the Institution

SRI POORNAPRAJNA EVENING COLLEGE

1.2 Address Line 1

The Principal

Address Line 2

Sri Poornaprajna Evening College

City/Town

Udupi

State

Karnataka

Pin Code

576101

Institution e-mail address

sppecudupi@gmail.com

Contact Nos.

0820-2520743

Name of the Head of the Institution:

Dr. Sukanya Mary J

Tel. No. with STD Code:

0820-2520743

Mobile:

9448262319

Name of the IQAC Co-ordinator:

Smt. Durgalaxmi

Mobile:

+919483457464

IQAC e-mail address:

drglxm@gmail.com

1.3 NAAC Track ID (For ex. MHC0GN 18879)

KAC0GN13212

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

F.19.26/EC(SC-33)/DO/2018/C-16944
dated 02.11.2018

1.5 Website address:

www.specudupi.ac.in

Web-link of the AQAR:

<http://specudupi.ac.in/2012-13-2/>
<http://specudupi.ac.in/2013-14/>
<http://specudupi.ac.in/2014-15/>
<http://specudupi.ac.in/2015-16/>
<http://specudupi.ac.in/2016-17/>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B		2007	5 YEARS
2	2 nd Cycle	B	2.47	2013	5 YEARS
3	3 rd Cycle	B	2.10	2018	5 YEARS
4	4 th Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

20.06.2006

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

2017-18

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

- i. AQAR _____ (DD/MM/YYYY)
- ii. AQAR _____ (DD/MM/YYYY)
- iii. AQAR _____ (DD/MM/YYYY)
- iv. AQAR _____ (DD/MM/YYYY)

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.12 Name of the Affiliating University (*for the Colleges*)

MANGALORE UNIVERSITY

1.13 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

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No. Faculty
Non-Teaching Staff Students Alumni Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

IQAC monitored all the scheduled activities of the college to impart quality education
Number of meeting held with different stake holders – 08
Collected and analysed the Feedback from students and parents
Arranged guest lecture programmes
Guided the faculty members to present research papers
Curricular & Extra Curricular Activities were conducted according to the schedule of the college.
Student Counselling sessions were conducted by the mentors.
A report is prepared and submitted to introduce a Certificate course in Banking & retail sector under Pradhana Mantri Kaushalabirudhi Yojana for students & public
An orientation programme was conducted in this connection on 26.06.2017
Submitted Self Study Report for 3rd Cycle Accreditation

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
Attached	Provided E library facility
	External Exposure programmes were conducted <ul style="list-style-type: none"> • Industrial visits • Visits to Paddy Plantation Sites Guest Lecture were conducted by all the Departments

* 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

AQAR is prepared by the composition of the IQAC. The information on the academic and extra curricular activities of the college are collected from all the departments. The inputs provided by all the faculty members were scrutinized and approved by the composition of the IQAC. All the activities of the college were conducted as per the schedule of the Affiliating University.

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	NIL	NIL	NIL	NIL
PG	01	0	0	0
UG	02	0	0	0
PG Diploma	0	0	0	0
Advanced Diploma	0	0	0	0
Diploma	0	0	0	0
Certificate	0	1	0	0
Others	0	0	0	0
Total	03	1	0	0
Interdisciplinary	0	0	0	0
Innovative	0	0	0	0

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	03/M.Com.(CBCS)
Trimester	0
Annual	0

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.

No

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

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
03	03	0	0	0

2.2 No. of permanent faculty with Ph.D.

01

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
0	0	0	0	0	0	0	0	0	0

2.4 No. of Guest and Visiting faculty and Temporary faculty

0 4 21

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	02	10	10
Presented papers	01	06	10
Resource Persons	0	03	03

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

We mainly follow traditional chalk & talk method. But we adopted the following innovative practises in the teaching learning.

- Technology Enabled Classes
- Presentation by the students (Seminars)
- Open Book Class Tests
- Group Discussions
- Compensatory Classes on Public Holidays & Sundays
- Guest Lectures
- Classes by the advanced Learners
- Opportunity to the slow learners for presentations in the subject on the topic of their choice
- Communicative English Classes to the students of Humanity Streams
- Bridge Course & Orientation to the first year degree students

2.7 Total No. of actual teaching days

215

during this academic year

2.8 Examination/ Evaluation Reforms initiated by

NO

the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development

04 0 0

as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

82%

2.11 Course/Programme wise

distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BA	14	0	2	5	2	64%
B.CO.M.	135	68	11	6	1	64%
M.COM.	20	4	15	1	0	100

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

IQAC Monitors regularly through the following steps

- IQAC guides the all the departments to conduct meetings at the beginning and end of the each semester for distribution and assessment of teaching learning atctivities
- Learning outcomes are informed to the Parents in the Parent teacher meeting
- Progression Report are maintained by the mentors and dully signed by the Parents
- Feedback on teaching is collected at the end of each semester
- Feedback analysis is made by IQAC
- The Management conducts orientation programme to the teachers to improve the teaching learning process at the end of each semester

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	0
UGC – Faculty Improvement Programme	0
HRD programmes	0
Orientation programmes	0
Faculty exchange programme	02
Staff training conducted by the university	03
Staff training conducted by other institutions	07
Summer / Winter schools, Workshops, etc.	0
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	06	05	0	04
Technical Staff	0	0	0	01

Criterion – III

3. Research, Consultancy and Extension

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

- Giving an encouragement to Research
 - A Research Committee is maintained in the College
 - Support to the teachers to present Research Papers in the Seminars
 - Motivation to the Student Research Projects
- Future Plans:
- ✓ Research Funds from Industries

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	0	0	0
Outlay in Rs. Lakhs	0	0	0	0

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	1	1	0
Outlay in Rs. Lakhs	0		80,000.00	

3.4 Details on research publications

	International	National	Others
Peer Review Journals	0	0	0
Non-Peer Review Journals	0	0	0
e-Journals	0	0	0
Conference proceedings	0	1	0

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	0	0	0	0
Minor Projects	2 Years	UGC	80,000.00	55,000.00
Interdisciplinary Projects	0	0	0	0
Industry sponsored	0	0	0	0

Projects sponsored by the University/ College	0	0	0	0
Students research projects <i>(other than compulsory by the University)</i>	6 Months	Self	Self	Self
Any other(Specify)	0	0	0	0
Total				

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges
Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	0	01	0	0	0
Sponsoring agencies	0	UGC	0	0	0

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

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

3.16 No. of patents received this year

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
0	-	-	-	-	-	-

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

-

-

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

-

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

JRF

-

SRF

-

Project Fellows

1

Any other

-

3.21 No. of students Participated in NSS events:

University level

04

State level

02

National level

-

International level

01

3.22 No. of students participated in NCC events:

University level

01

State level

02

National level

03

International level

-

3.23 No. of Awards won in NSS:

University level

02

State level

02

National level

-

International level

-

3.24 No. of Awards won in NCC:

University level State level
National level International level

3.25 No. of Extension activities organized

University forum College forum
NCC NSS Any other

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

- ✓ Corpus fund of Rs. 35,400/- has been given to the Cancer treatment of the mother of 1st B.A. student
- ✓ Blood Donation Camp was organised in association of Blood Bank of Udupi & Badagabettu Credit Cooperative Society of Udupi Total 61 Units of Blood collected and given Blood Bank of District Hospital
- ✓ Spoken English Classes to the Kannada Medium High School Children at National PU College, Barkur
- ✓ Heritage Walk to the heritage site protected by Archaeological Survey of India in order to develop the sense of protection of Monuments

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	6.49 Acrs	-	-	
Class rooms	12	-	-	
Laboratories	01	-	-	
Seminar Halls	03	-	-	
No. of important equipments purchased (≥ 1-0 lakh) during the current year.				

Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

4.2 Computerization of administration and library

<ul style="list-style-type: none"> ✓ Data Base of Students is maintained in RoboVidya Software ✓ Online Submission of Admission & Internal Assessment Marks ✓ Pay Bills ✓ Online Correspondence with the Department & University through email ✓ Library is automated (Partially)by using Easy Lib Software ✓ It also subscribe NList database – it includes full text e resources and bibliographical database – this database provide access to more than 6000 e journals with back issues and provide access to 3135000+ which can be freely downloaded
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4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	20945	1813923	211	52072	21156	1865955
Reference Books	7183	278669	14	970	7197	279639
e-Books	-	-	3135000+	5900	3135000+	5900
Journals	27	39278	-	-	27	39278
e-Journals	-	-	6000+	5900	6000+	5900
Digital Database	-	-	-	-	-	-
CD & Video	57	10968	-	-	57	10968
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	23	11				5	2	5
Added								
Total	23	11				5	2	5

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

-

4.6 Amount spent on maintenance in lakhs :

i) ICT	0.52
ii) Campus Infrastructure and facilities	1.60
iii) Equipments	0.85
iv) Others	1.92
Total :	4.89

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- IQAC strengthened the mentoring system
- Maintained the student Grievance Redressal Cell
- Needy students with learning difficulties are being provided with
 - Remedial classes
 - Library Support
 - Preparatory Examination
- Facilitated the training programmes to the students regarding Career Guidance
- Counselling system has been made effective.
 - Special training by the mentors to improve academic performance and enhance life skills.
- Facilitated training programmes from Career Guidance Cell
- Facilitated Financial support to the needy students from faculty members & Management
- Guided the students to apply for Scholarship & Freeship from Govt. and Non-Govt. Agencies

5.2 Efforts made by the institution for tracking the progression

- Database of Alumni has been maintained
- Exit form of Graduated students every academic year has been maintained
- Instructions are being given to each departments to track the progression of the students

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
543	15	-	-

(b) No. of students outside the state

-

(c) No. of international students

Men	No	%	Women	No	%
	-	-		-	-

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
243	25	13	351	1	633	221	15	11	295	1	543

Demand ratio 1:1 Dropout % 1

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

- Facilitated the students to attend coaching for Banking Services Examinations in TIME & PRIME institutions of Udupi

No. of students beneficiaries

188

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

College maintains a Career Guidance Cell under the guidance of a faculty member. The cell conducts regular programmes which facilitates the students during placement drives, self - employment and competitive examinations

No. of students benefitted

254

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
5	170	14	03

5.8 Details of gender sensitization programmes

The college maintains Women Empowerment Cell under the guidance of a women faculty member. It maintains Anti - Harassment Cell.

The following steps are being taken on gender sensitization issues:

- ✓ Programme on Self Defence Technics
- ✓ Meeting of women students with Women Empowerment Cell
- ✓ One women student in included in Student Council.
- ✓ The cell attends all issues connected to gender sensitization
- ✓ Secrecy of the students on any issues are maintained

So far no major complaint has been received

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	27	16842.00
Financial support from government	35	130200.00
Financial support from other sources	27	156943.00
Number of students who received International/ National recognitions	1	2,00,000.00

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

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

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

THE VISSION

Education is a never ending process.

Proper education leads us from darkness to light, from ignorance to wisdom, and from goodness to Spirituality.

Employment of students to shape themselves into responsible and enlightened citizens.

Inculcation of values and leadership qualities, sense of co-operation and healthy citizenship in students through community service.

An educational Institution cannot function in a vacuum. It needs to operate within the social and cultural milieu aiming at intellectual, physical and spiritual development of its students.

THE MISSION

Facilitating continuation of college education for those who are employed and also for those who are not able to continue their education during day time due to other reasons.

The end of all education is to translate these objectives into reality.

The paramount endeavour is to create a real academic atmosphere, perfectly conducive to attain this goal.

Provision of extension activities through NSS, NCC, Rotract, RedCross, etc., wherein the youth will imbibe and nurture these qualities.

Amalgamation of these diverse perceptions and demands in order to generate a relevant, significant and quality education through curricular activities.

6.2 Does the Institution has a management Information System

Yes

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

6.3.1 Curriculum Development

Under the influence of globalization and employability of students to ITE services, there has been a major shift in redesigning of syllabus of English, the shift from Literature to Language.

6.3.2 Teaching and Learning

Academic calendar: At the beginning of the academic year, the IQAC including the calendar committee sits and prepares a tentative plan of action for the academic year. Decision regarding the dates of examinations and various events are taken in the Staff Council meeting. The dates of various activities, camps, programs and events related to NSS, Youth Red Cross, Clubs and Associations are also tentatively fixed into the Annual Plan of Action.

Teaching Plan: A tentative Teaching Plan covering the whole semester is prepared by all the teachers. Then, on the basis of unitized weekly teaching plan, the syllabus is covered accordingly. The implementation of the teaching plan monitored periodically by the heads of the departments. Teachers are required to report to the Principal on the details of the syllabus covered and to be covered.

Evaluation blue print: The evaluation process is monitored by the Examination Committee. The committee has the following responsibilities:

Getting the Question Papers prepared in time.

Fixing the examination schedule and conducting the Internal Assessment Examinations.

Conducting re-examinations for those who have failed to take the regular examinations for valid reasons.

After the evaluation by the concerned teachers, preparing the tabulated list of Internal Assessment marks as per University guide-lines; and displaying them on the Notice Board, and submission through online by university portal.

The institution the teachers always encouraged to use innovative teaching methods.

Lecture method: Lecture method using chalk and board is followed as the basic method of teaching.

Interactive Method: Students are encouraged to learn through interactive methods. Group discussions and debate reading and reciting selective texts & poems, role plays in case of plays.

6.3.3 Examination and Evaluation

Two Internal Assessment examinations for one semester.
University Examinations

6.3.4 Research and Development

On going Minor Research Project Sanctioned by UGC – Mr.
Raghavendra G.G. Topic: E-Waste Mgt.

Mini Research Projects for the students by the Dept. of Sociology – A
Case study on Street vendors in Udupi

6.3.5 Library, ICT and physical infrastructure / instrumentation

E-Library Facility

6.3.6 Human Resource Management

- Faculty members are deputed to the workshop related to teaching & learning and subjects
- Encouragement to participate in National & international seminars through OOD and Financial support
- Deputed the teachers to participate in orientation programmes conducted by University & other colleges
- Staff appraisal is conducted Annually
- Healthy environment is maintained in order to keep the work place as a good environment
- Healthy relations in between management & faculty members

6.3.7 Faculty and Staff recruitment

- Management recruits teaching & non teaching staff through a committee which consist of Principal & Mgt. representatives.
- The process of regular appointment has been initiated through vide letter 21.11.2017

6.3.8 Industry Interaction / Collaboration

-

6.3.9 Admission of Students

-

6.4 Welfare schemes for

Teaching	PF/ESI
Non teaching	PF/ESI
Students	Student Welfare Fund

6.5 Total corpus fund generated

Teaching & Non-Teaching	477037.00
Student Welfare Fund	7705.00

6.6 Whether annual financial audit has been done Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	-	Yes	-
Administrative	Yes	-	-	-

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

For UG Programmes Yes No

For PG Programmes Yes No

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

NA

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

NA

6.11 Activities and support from the Alumni Association

- Endowment Prize to the final year student
- Participatory role in IQAC to adopt quality enhancement strategies in Teaching & Learning

6.12 Activities and support from the Parent – Teacher Association

- Endowment Prize to the final year student
- Participatory role in IQAC to adopt quality enhancement strategies in Teaching & Learning

6.13 Development programmes for support staff

Nil

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

College maintains the eco club which creates awareness among the students to keep the campus eco friendly. Minimising the use of paper for office work.

Criterion – VII

7. Innovations and Best Practices

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

Financial Help to the needy students.

Practical exposure to the students – visiting cottage & small scale industries in villages to give rural touch to the students.

Visit to Tissue Culture Center.

Personal Counselling to the students.

Visit to Agriculture Center & Industries.

Positive Impact of the above practises.

The students who were not able to pay the college fees received financial help from some of the faculty members & Management continued their education.

Practical exposure programmes helped the students to understand the village life. The interaction of the students with the different communities in the villages brought a positive impact ie. there is increase in the admission of the rural students to the college.

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

Based on the plan of action our college has conducted all the activities during the academic year. Our institution has been making endeavours to meet the goals set up by the Management Department of Collegiate education & University. Incessant efforts are made on similar basis to shape the students to meet the challenges in their future career and rendered requisite services to the society and progress of the nation

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

Best Practice 1 - Teaching & Learning – Jnana Vikasa

Objective of the Practice:

- To give practical knowledge to the students on the problems of rural area, cropping of plants in order to develop interest in agricultural activities.
- To develop green practices

Context:

- Study should not be limited to four corners of room. It is necessary to the students to gain knowledge on the life style of the people of rural areas in the present circumstance of technological world

Practice:

- Visit to the places of cottage industries
- Visit to the sites of paddy plantation
- Industrial visits
- Plantation of saplings

Evidence of Success:

- Students acquired the knowledge of paddy plantation
- Cultivations of Vegetables in Admar Mutt Campus, Admar
- Gained the knowledge to achieve self sufficiency in food production

Problems encountered:

- Limited time
- Non availability of financial support

Best Practice 2 - Maulya Vardhana

Objective of the Practice:

- To improve the moral & social values among the students in order to give proper shape to the personality of the students

Context:

- In the present scenario the life is very fast and becomes more & more technical
- The younger generation is not developing patience and analytical capacity
- In this context it is necessary to organise life skill programmes

Practice:

- The life skill programmes and value based classes are being conducted by the dept. of Sanskrit of our college
- The president of our college Sri Sri Vishwapriya Theertha Swamiji is the *spiritual guru*. He addresses the students and faculty members regularly and gives knowledge on ethical and moral values

Evidence of Success:

- Healthy relations among the students and faculty members
- Healthy relations between the faculty and Mgt.
- Students developed the capacity of taking right decisions for their life

Problems encountered:

- Nil

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

7.4 Contribution to environmental awareness / protection

College Maintains an Eco Club which creates the awareness among the students to protect the environment

The awareness programmes regarding the protection of environment are being conducted by NSS unit of the college

Since decades our college has been planting and nurturing wide variety of plants and trees including

natural plantation which are necessary for physical and Psychological health & growth of all the persons in

and around the college. A Nagavana is maintained in the campus which provides space for meditation. So

this place is called 'Abjaranya' a forest of natural trees. We have such a beautiful and serene atmosphere which helps to develop strong physical and mental courage.

So all the natural trees are well maintained in the campus. The department of Botany of Poornaprajna college is sister concern made a survey of the natural trees and named them. It helps to develop environment consciousness and awareness among the students.

7.5 Whether environmental audit was conducted? Yes No

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

Strength

1. Topographically the college is located at the center of Udupi town amidst of the sylvan surrounding campus is well connected by the main road & also by the sub ways.
2. Good Library with ____ number of books and library services are computerized with Easy-Lib software.
3. ICT enabled Classroom.
4. Sufficient facilities are available for indoor and outdoor sports and games.
5. Good infrastructure
6. Language Lab & resource Center
7. Hostel facilities is available to men & women students
8. Good Playground
9. Indoor Stadium
10. Full Staff, Teaching and Non-teaching

Weakness

1. Delay in the regular recruitment of faculty members
2. Decreasing trend towards Humanities Courses. It is big challenge in the aided colleges.
3. As our college is an aided college it is not possible for us to introduce any new discipline to the Humanities course (B.A.) As per Govt. rules aided and unaided subjects not combined together. It becomes an hindrance to attract more students to B.A.
4. Shortage of funds to provide more facilities to class rooms

Opportunity

1. Provision of collegiate education to the employed and the social and economic inclusion of students from disadvantaged sections of the society.
2. Peaceful environment.
3. Scholarships and Fee concessions SC/ST and OBC Category.
4. Special Scholarship from Sri Sri Vishwapriya Theertha Swamiji Fund.
5. Opportunities to the students to participate in inter collegiate competitions, seminars and workshops.
6. The college maintains different cells and associations to give opportunity to the students express their talent.

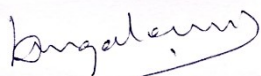
Threat

Competitions from the Govt. degree colleges in near by area.
Increasing financial burden on the Management to run the institution
The college is having Deficiency of permanent staff members both teaching and nonteaching. It affects the quality of teaching.
Dwindling students strength in Humanities stream
The admission to M.Com. course is not sufficient.

8. Plans of institution for next year

1. Inter Collegiate Essay competition
2. NAAC Reaccreditation for third cycle
3. E-library & Network resource Centre
4. Student Mini Research Project
5. Communicative English Classes

Name SMT. DURGALAXMI



Signature of the Coordinator, IQAC

Name DR. SUKANYA MARY J



Signature of the Chairperson, IQAC

Abbreviations:

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