



## YEARLY STATUS REPORT - 2020-2021

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1.Name of the Institution</b>	SRI POORNAPRAJNA EVENING COLLEGE UDUPI
• Name of the Head of the institution	DR SUKANYA MARY J
• Designation	PRINCIPAL (INCHARGE)
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	08202520743
• Mobile no	9448262319
• Registered e-mail	sppecudupi@gmail.com
• Alternate e-mail	sukanyam801@gmail.com
• Address	PPC CAMPUS UDUPI
• City/Town	UDUPI
• State/UT	KARNATAKA
• Pin Code	576101
<b>2.Institutional status</b>	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Urban

• Financial Status	Grants-in aid				
• Name of the Affiliating University	MANGALORE UNIVERSITY				
• Name of the IQAC Coordinator	Mr Vinayak Pai B				
• Phone No.	08202520743				
• Alternate phone No.	08202520743				
• Mobile	9632300545				
• IQAC e-mail address	iqacspec@gmail.com				
• Alternate Email address	vinayakpai@specudupi.ac.in				
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="https://specudupi.ac.in/wp-content/uploads/2022/01/AQAR-2019-20.pdf">https://specudupi.ac.in/wp-content/uploads/2022/01/AQAR-2019-20.pdf</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://specudupi.ac.in/wp-content/uploads/2022/01/Academic-Calendar.pdf">https://specudupi.ac.in/wp-content/uploads/2022/01/Academic-Calendar.pdf</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	Nil	2007	12/01/2007	11/01/2012
Cycle 2	B	2.47	2013	23/03/2013	22/03/2018
Cycle 3	B	2.10	2018	02/11/2018	01/11/2023
<b>6.Date of Establishment of IQAC</b>			20/06/2006		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
NA	Nil	Nil	Nil	NIL	
<b>8.Whether composition of IQAC as per latest</b>			Yes		

<b>NAAC guidelines</b>		
<ul style="list-style-type: none"> <li>• Upload latest notification of formation of IQAC</li> </ul>	<a href="#">View File</a>	
<b>9.No. of IQAC meetings held during the year</b>	<b>4</b>	
<ul style="list-style-type: none"> <li>• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>	
<ul style="list-style-type: none"> <li>• If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded	
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>	
<ul style="list-style-type: none"> <li>• If yes, mention the amount</li> </ul>		
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
<p>Review of Vision and Mission of the College Prepared concrete plan for the conduct of Online Classes during the Covid 19 Lockdown period Training Staff on the usage of Digital Platforms for the conduct of Online Classes Organization of Webinars Redesigning of College Website Green Audit Preparation</p>		
<b>12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year</b>		

Plan of Action	Achievements/Outcomes
FOUNDERS DAY	OBSERVED
ADMISSION PROCESS FOR THE ACADEMIC YEAR 2020-21	Completed as per the schedule of the Unv. And Roaster System
FORMATION OF TIME TABLE AND IQAC MEETING	Preparation of Academic Calendar & Action Plan
PG ADMISSION PROCESS FOR I YEAR AND II YEAR	Completed as per the schedule of the Unv. And Roaster System
Reopening of the College & Principal's Meeting with Faculty Members & Departmental	Conducted
Commencement of Classes for I III & V Semester (Online Classes) 01.09.2020 and Virtual Orientation Programme for 1st year degree students	Commenced and conducted
Enrolment of students for NSS, Sports & Cultural Activities	Completed
Assignments for Internal Assessment	Conducted
Inauguration of NSS, Cultural and Sports Activities (Virtual Mode)	Conducted
Library Advisory Committee Meeting (Virtual Mode)	Conducted
Comment of NSS Activities, Admission Process begin M.Com. Courses, Inauguration of Sports & Cultural Activities and Departmental Meetings	Commenced as per schedule
Commencement of M.Com. Classes (III Sem) & Completion of Admission Process for M.Com. Courses	Held as per Shedule
2nd internal Examination -1st Week	CONDUCTED AS PER SHEDUCLE

Meetings of Associations & Cells 2nd Week	Coordinator of concerned associations and cells
Commencement of M.Com. Classes (I Sem) 14.12.2020	COMMENCED
Submission of internal Assessment Mark -3rd Week	DELAYED SUBMISSION
Christmas Holidays-4th Week	GIVEN AS PER UNIVERSITY CALANDAR
Library Advisory Committee Meeting & Meetings of Associations and Cells -- 3rd Week & 4th week of February	CONDIUCTED
Examination Committee Meeting & 1st Internal Examination 1st week and 2nd week of March	CONDUCTED
Sports Games Activities & Cultural Programmes and Annual Day - 3rd week and 4th week of March	SPORTS & CULTURAL ACTIVIITES WERE ORGANISED BY CONSERNED COMMITTEES ANNUAL DAY COULD NOT BE HELD BECUASE OF COVID-19
Regular Classes -	BLENDED MODED (ONLINE/OFFLINE CLASSES)
2nd Internal Examination - 4th week of April	CONDUCTED AS PER UNIVERSITY SCHEDULE
Preparation of Annual Reports by concerned committees & Valuation and submission of Internal Assessment marks 1st and 2nd week of May	PREPARED
Departmental Meetings & End of II IV VI Semester Classes -- 3rd and 4th week of May	CONDUCTED BY THE ALL THE DEPARTMENTS AND PREPARED THEIR REPORT
<b>13. Whether the AQAR was placed before statutory body?</b>	<b>Yes</b>
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	

Name	Date of meeting(s)
College Management Committee	25/08/2022

**14. Whether institutional data submitted to AISHE**

Year	Date of Submission
2020	04/02/2022

**15. Multidisciplinary / interdisciplinary****16. Academic bank of credits (ABC):****17. Skill development:****18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)****19. Focus on Outcome based education (OBE): Focus on Outcome based education (OBE):****20. Distance education/online education:****Extended Profile****1. Programme**1.1 119

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	<a href="#">View File</a>

**2. Student**2.1 236

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.2 125

Number of seats earmarked for reserved category as per GOI/ State  
Govt. rule during the year

File Description	Documents
Data Template	<a href="#">View File</a>

2.3 228

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

### 3.Academic

3.1 21

Number of full time teachers during the year

File Description	Documents
Data Template	<a href="#">View File</a>

3.2 06

Number of sanctioned posts during the year

## Extended Profile

### 1. Programme

1.1	<b>119</b>
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 2. Student

2.1	<b>236</b>
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.2	<b>125</b>
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.3	<b>228</b>
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 3. Academic

3.1	<b>21</b>
Number of full time teachers during the year	

File Description	Documents
Data Template	<a href="#">View File</a>



3.2	06
Number of sanctioned posts during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

<b>4.Institution</b>	
4.1	15
Total number of Classrooms and Seminar halls	
4.2	569688
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	18
Total number of computers on campus for academic purposes	

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

- The Institution offers Two UG Programmes and One PG Programme.
- The subject-wise and class-wise timetables are prepared at the beginning of every academic year. The Departmental Meetings are held at the beginning and end of each semester to distribute and assess the teaching works.
- A tentative Teaching Plan covering the whole semester is prepared by all the teachers. Then on the basis of teaching plan, the syllabus is covered. The implementation of the teaching plan is monitored periodically by the Heads of the Departments. Teachers are required to report to the Principal on the details of the syllabus covered as well as to be covered.
- For the effective implementation of the curriculum, our college deputed teachers to participate in the workshops organised by the University and subject associations. In case of the revision of the syllabus teachers of the subject

concerned are deputed to attend such workshops

- The students are educated about the expected course outcomes and are trained as per local/national developmental needs.
- The curriculum of the UG and PG degree programmes has an emphasis on training entrepreneurial skills for utilizing available resources, decision-making, and adoption of business ethics, research, gender issues, and local issues.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Our college adheres to the academic calendar for conducting student-centric activities and continues internal evaluation. The Affiliating University fixes the dates of internal examinations for every semester. Adhering to University Calendar, IQAC along with the Principal and HODs prepare an academic calendar. The dates of examinations are mentioned in the College calendar/ Handbook for the knowledge of the students and Parents. If the college schedule does not permit us to follow the specified date because of unavoidable reasons we modify the date with a slight difference. Further, the principal gives notice to the students before 15 days of commencement of examinations. All the teachers are also given the notice to prepare the question papers as per the pattern of the University and to submit them to the HODs 10 days prior to the commencement of the examination. The Exam Coordinator is appointed for the smooth conduct of Internal Examinations.

The valued answer scripts are then distributed for the reference of the students and if any discrepancies are found, students can consult the respective faculty member for clarification.

Reexaminations are also conducted as per the schedule of the University. Progress reports are sent to the parents after the 7 days of the examination in the 2nd, 4th and 6th semester. The marks of students in the internal assessment are displayed on the college notice board before submitting to the university portal.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil
<b>1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University</b>	<b>B. Any 3 of the above</b>
File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
<b>1.2 - Academic Flexibility</b>	
<b>1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented</b>	
<b>1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented</b>	
3	
File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>
<b>1.2.2 - Number of Add on /Certificate programs offered during the year</b>	

**1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)**

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

**1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year**

0

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

**1.3 - Curriculum Enrichment****1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum**

Values, Environment and Sustainability into the Course Curriculum and programmes offered in the college integrate issues related to gender, environment and sustainability, human values and professional ethics. Issues related to the environment and sustainability are integrated into courses of Environmental Studies. Ethics related to human lives are taught in a compulsory subject in the Indian Constitution. Courses that teach human values in its curriculum are Commerce, Languages and Humanity subjects.

- Professional ethics are integrated into the courses of English and other social science subjects. The institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Co-curricular and Extracurricular Activities as well. N.S.S, Red Cross Cell, Rangers and Rover's. Other

Cells at the college level organize programmes, workshops, special talks etc. N.S.S. promotes environmental protection through tree plantation and other sustainable development programs. Every year N.S.S. units undertake a special camp to host activities in the nearby villages. Various activities like quiz, poster-making competitions, elocution and guest talks are organized to create awareness about nature, biodiversity, environment and sustainability. World Environment Day, N.S.S. Day, etc are organized in the college every year.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	No File Uploaded

### 1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

01

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	<a href="#">View File</a>

### 1.3.3 - Number of students undertaking project work/field work/ internships

03

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

#### 1.4 - Feedback System

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni**

**C. Any 2 of the above**

File Description	Documents
URL for stakeholder feedback report	<a href="https://specudupi.ac.in/vp/download.php?id=19&amp;token=43CuKAp4Gvzpo535eNII4BBqA771kAJO">https://specudupi.ac.in/vp/download.php?id=19&amp;token=43CuKAp4Gvzpo535eNII4BBqA771kAJO</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**1.4.2 - Feedback process of the Institution may be classified as follows**

**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://specudupi.ac.in/vp/download.php?id=19&amp;token=43CuKAp4Gvzpo535eNII4BBqA771kAJO">https://specudupi.ac.in/vp/download.php?id=19&amp;token=43CuKAp4Gvzpo535eNII4BBqA771kAJO</a>

#### TEACHING-LEARNING AND EVALUATION

##### 2.1 - Student Enrollment and Profile

**2.1.1 - Enrolment Number Number of students admitted during the year**

**2.1.1.1 - Number of students admitted during the year**

236

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

**2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)**

**2.1.2.1 - Number of actual students admitted from the reserved categories during the year**

132

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

### Measures taken to identify advanced and slow learners

1. Identifying the learning level of the students by conducting an Entry Survey on their admission to First Degree Courses by concerned faculty members.
2. Student Performance in qualifying exams and formative assessments conducted subject-wise will help the faculty to identify slow and advanced learners.
3. There is noprescribed benchmark to classify advanced learners and slow learners but on the basis of their interactions, and learning attitudes they are identified further

### Slow-Learners

1. Conducting a unit test and asking the students to answer
2. Questions about their understanding level of the topic
3. Interaction with the students and understanding the reason for low performance
4. Conducting extra interactions on the topics that the slow

learners find hard to learn

5. Academic counselling to the student by the concerned subject teacher/Mentors
6. Forming Student study groups for peer-peer discussion by combining advanced learners and slow learners in one group
7. Providing question banks
8. Making them solve previous exams question papers

#### Advanced learners

1. Seminar, assignments and group discussions on advanced topics
2. Motivation for attempting competitive exams
3. Encouraging the students to participate in conferences, Management Fests symposia and webinars
4. Encouraging them to enrol themselves on online courses
5. Conducting quizzes for the advanced learners
6. TED Talks and other Videos pertaining to the subject
7. Interaction with Experts in the field through Guest Lectures.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

#### 2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
639	21

File Description	Documents
Any additional information	<a href="#">View File</a>

#### 2.3 - Teaching- Learning Process

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

1. **Experiential Learning:** Apart from the regular activities the below given are conducted: PowerPoint Paper presentation, Internship (M.Com), Short play, Industrial Visits, Poster presentation, Brand Rangoli, Model Making competition &



**Exhibitions.**

2. Participative learning methods are: Role plays, Guide and group discussion, listening and developing problem-solving skills, mock interviews, panel discussion, puzzles, debates, and Audiovisual learning in the language lab.

3. Problem-Solving Methodologies: The faculty use the following ways to involve students in problem-solving: Case Studies to develop problem-solving skills, Street play, Skit and Mime, Role Play to conceptual clarity and participative approach, Community Survey, Students Research Project, Reducing plastic in campus

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The enrichment of teaching and learning has been achieved with the use of ICT, various teaching tools, internet sources, social media, audio and video materials, digital learning resources and modules available from other sources.

An effort has been made by the institution for the blended use of 'chalk and talk' and lecture forms in IT integrated learning environment so as to offer a wide learning space for the learner across all the programmes.

1. Wi-Fi Enabled Classes (M.Com)and Language Lab.
2. Audio Visual Room with a provision to show live videos
3. Video conferencing for teaching using Google Meet (Subscribe G-Suit)
4. Google Classroom with provisions for study materials.
5. Language Lab
6. Use of ICT tools by faculty
7. Access to students to use N-List Materials.
8. Departments are equipped with PCs
9. Technologically equipped seminar hall.
10. Google Meet and Google Classroom for online teaching.
11. Availability of Ebooks/Journals (Nlist)in the library
12. Virtual Guest lectures, interactions, seminars/workshops.

**13. Google Forms to create online quizzes**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

**2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year )****2.3.3.1 - Number of mentors**

21

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
Mentor/mentee ratio	No File Uploaded

**2.4 - Teacher Profile and Quality****2.4.1 - Number of full time teachers against sanctioned posts during the year**

21

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

**2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)**

**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

04

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	<a href="#">View File</a>

**2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)****2.4.3.1 - Total experience of full-time teachers**

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

**2.5 - Evaluation Process and Reforms**

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Evaluation is fundamental part of teaching learning process and its effective implementation is encouraged and is certain at institute level. The college conducts internal assessment examination which forms a important part of evaluation process. Transparency in internal assessment : 1. Every year students are given college hand book. The college academic calendar in the hand book specifies the tentative dates of internal examination. 2. Institutional orientation program brief about the internal assessment system to the students. 3. The internal examination committee holds the meeting to discuss the issues of conducting internal examinations. The committee prepares a structured exam time table of internal assessment exams and notified through notice to the students. 4. The department communicates syllabus and

patterns of the scheduled test. 5. Question papers are set in accordance with standard pattern and proforma in line with the university question paper pattern. 6. Faculty of concerned subjects submit a set of question papers through HOD of the department to the internal examination committee. 8. The answer scripts valued are shown to the students to enhance transparency and accountability. 10. The student grievances regarding the valuations are also taken care of and redressed. 12. Parent teacher meets are convened to discuss students' academic performances. 13. Re-examination is conducted after properly verifying the reason for absence.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://specudupi.ac.in/vp/download.php?id=17&amp;token=51FBNYlpN05ncJkGhXOKj2OnPeXr4jC6">https://specudupi.ac.in/vp/download.php?id=17&amp;token=51FBNYlpN05ncJkGhXOKj2OnPeXr4jC6</a>

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

Examination committee looks into the grievances related to examination is a constituted by the principle. The committee comprises a coordinator and other members whom monitors the smooth conduct of examination. This committee also looks into the grievances related to the examination, attendance etc. In case students are not able to appear for examination with the prior permission of principal re-examination is scheduled for them in consultation with department and faculty. The answer script after valuation are shown to the students for further clarification. In case of internal examination, student who are not satisfied with the evaluation can raise their grievances and get them redressed. The grievances raised by the candidates are redressed as early as possible within stipulated period.

Mentor and mentee initiates also enables redressal of any examination related issues. Any grievances related to the error in totaling, incomplete valuation, unsatisfied awards of marks etc., is resolved by discussing with concerned course faculty.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The syllabus framed by the University includes the course objectives which are available in the University and Institutional website. The POs clearly state the purpose and scope of the UG and PG programmes. All the departments prepare a course file with details of the course objectives, course outcomes, teaching tools, total number of teaching hours at the beginning of the academic year with the help of IQAC. The hard copy of the syllabus and the course outcomes are readily available in the respective departments. The college also organises career counselling lectures to effectively communicate the learning objectives and expected outcomes.

For the benefit of all stakeholders these outcomes are displayed on the college website. These outcomes are discussed with the parents and their wards at the time of admission by the members of the admission committee. After the completion of the admission process, the departments initiate the process of communicating the syllabus and curriculum of the particular discipline to the students during the orientation program at the department level.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://specudupi.ac.in/program-outcome/">https://specudupi.ac.in/program-outcome/</a>
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View File</a>

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

To assess the attainment of Programme Outcomes, Programme Specific Outcomes and Course Outcomes the college adopts different methods. With the support and guidance from the IQAC, the College has developed Specific mechanisms to ensure attainment of Programme Outcomes, Programme Specific Outcomes and Course Outcomes. The College collects and assesses data on student learning outcomes to ensure attainment of POs, PSOs and COs in different ways.

- The Continuous Internal Assessment and End-Semester Examination are the prime tools to assess the

learninOutcome. This includes Internal tests, seminars, projects, Internships, assignments etc

- Comprehensive student feedback in prescribed formats  
Feedback from outgoing students, Teachers on Curriculum are taken evaluate the programme outcomes and take necessary action for attainment of the Outcomes.
- The examination results and feedback reports are analyzed bythe IQAC and steps for improvement are initiated. PO is evaluated based on the performance of the students in terms of their progression to higher studies, qualificationin competitive examinations and placement.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

### 2.6.3 - Pass percentage of Students during the year

#### 2.6.3.1 - Total number of final year students who passed the university examination during the year

211

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	Nil

### 2.7 - Student Satisfaction Survey

#### 2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://specudupi.ac.in/vp/download.php?id=18&token=2drKRJ8rfgkD3BFfRgoMYd7Nws2ba4lf>

### RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 - Resource Mobilization for Research

**3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

**3.1.2 - Number of teachers recognized as research guides (latest completed academic year)****3.1.2.1 - Number of teachers recognized as research guides**

0

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

**3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year****3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

0

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

### 3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The College has the following facilities/practices to promote the activities:

Career Guidance and placement cell, Humanity Association and Commerce association interacts with Industry representatives and mould the students according to the present needs.

Expert lectures by industry personnels' are organized to the students regularly. The Departments also conducting joint technical programmes & events with industry such as industrial visits, field visits etc.

The college has a Research Cell (PG) to monitor and address the issues of research. The cell organises guest talks on research methodology, directs the students to prepare the research papers, organises a session on statistical tools etc.

The students are taken to Poornaprajna Centre for Research and Development, a sister concern of us to understand the dimensions of research.

Faculty members are encouraged to take up professional development programmes like faculty development programme, orientation programme refresher course and short term courses, organise and participate in Conference, Seminars, Workshops and training programmes to upgrade in their respective field.

Faculties with an aptitude for research are identified and some benefits are provided to young faculty to continue their research. Besides, Post Graduate Students are encouraged to take up research work in the field of finance, marketing, HR etc,

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

**3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year**



**3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year**

01

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

**3.3 - Research Publications and Awards****3.3.1 - Number of Ph.Ds registered per eligible teacher during the year****3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year**

0

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded

**3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year****3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year**

0

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

**3.3.3 - Number of books and chapters in edited volumes/books published and papers**

**published in national/ international conference proceedings per teacher during the year****3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year**

06

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

**3.4 - Extension Activities**

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The vision of the college emphasises Learning as a never-ending process. Students can not be empowered through curriculum delivery which takes place within four walls of the classrooms. Students can be made future fit with extension and outreach activities. The vision and mission of the college highlight the importance of community services and making students responsible citizens. The college keeping in mind its institutional responsibility conducts several extension activities.

The college is located in the centre of the city and has 56 years of legacy has a strong network with Governmental and Non-Governmental organizations such as Village & Taluk Panchayats, District Administrative, PHCs, Anganavadi's, Rotary club, JCI and various service organisations as collaborators to sensitise students to social issues.

The College has evolved a community presence concept in which the students are guided, trained, motivated and involved to get themselves sensitised towards various social issues through NSS, NCC (Collaborative with Poornaprajna College, Udupi) Rovers and Rangers and various departmental associations.

Activities conducted are:

- Capital Market Awareness Lecture
- Vanamahostava Programmmes
- Awareness programmes
- Blood donation camps

- COVID-19 pandemic awareness and Vaccination camps
- Paryaya Karaseva
- Cleanliness drives,
- Water conservation,
- No Food wastage,
- Civic Sense,
- Anti-Drug Abuse,
- Energy Conservation,
- Environment Concerns and health awareness

These are some of the activities that involve students in social awareness programmes.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

### 3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

#### 3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

00

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	No File Uploaded

### 3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs ) during the year

#### 3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

06

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

### 3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

#### 3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

1287

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.5 - Collaboration

#### 3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

##### 3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

04

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	<a href="#">View File</a>
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

**3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year****3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year**

01

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

**INFRASTRUCTURE AND LEARNING RESOURCES****4.1 - Physical Facilities**

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

- 15 Class Rooms and 3 Seminar Halls. Most of the physical facilities are shared with the sister institutions residing in the same campus.(During Day hours)
- 2 classroom and 2 seminar halls and Language Lab has Wi-Fi/LAN connectivity. All the seminar halls and PG Classrooms have LCD projectors.
- Library: The well-stacked College Library is spread over two floors with 200 plus seating capacity with wide variety of reference books and journals. Library functioning on all working days from 1.30 P.M. to 8.45 P.M.
- PG Block has an exclusive Department library and classrooms are equipped with the projectors.
- Computer Lab/ Language Lab with 08 computers with pre-installed software's on English learning.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

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

The Institution has adequate facilities shared with sister concerns of the campus.

**Cultural Activities:**

1. Institution has a fully furnished auditorium "Prajna" with 1,500 seating capacity where major events takes place.
2. "Vibhudesha" hall with the seating capacity of 300 will facilitate in arranging inter-class cultural events. This hall has a projector facility.
3. College Mini-Auditorium with seating capacity of 150 will facilitate in organising programmes such as guest talks, workshops with small gathering.
4. College will sponsor the amount required to hire the costumes from the vendors when students take part in Inter-Collegiate events.

**Sports Activities:**

1. A separate Physical Education room with a provision of indoor games.
2. Indoor and Outdoor Badminton Court jointly used with Poornaprajna College, Udupi, a sister concern.
3. Multi-gymnasium, Outdoor Stadium jointly used with sister concerns in the campus.
4. 1 Basket ball court
5. Provision for handball, volleyball, Throw Ball .
6. Sandpit for High Jump and Long Jump
7. Vibhudesha Hall to practice YOGA

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

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

05

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

##### 4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

**1,49,448**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

#### 4.2 - Library as a Learning Resource

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

Library is partially automated with the EASYLIB software to record issue and receipt of books by Students and Faculty members.

- All the reference and text books are bar coded for easy access.
- System to access Catalogue
- Semi-automatic Stock verification Facility
- Barcode Scanning Facility
- Various housekeeping activities of the library such as data entry, issue and return and renewal of books, member logins etc. are done in EASYLIB..
- Library membership is extended to faculty and students of sister institutions and alumni's
- Access libraries to sister institutions.

- Additional book facility for advanced learners
- Well ventilated, spacious library
- Magazine and Journal Rack
- Information Sharing Board
- Special Information Zone
- Separate reference section and reading room
- Separate Periodical section
- News Paper Reading stand in PG Section with access to Business news papers.
- N-List Access

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

**A. Any 4 or more of the above**

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

**4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)**

**4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)**

**49597**



File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

#### 4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)

##### 4.2.4.1 - Number of teachers and students using library per day over last one year

17

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

#### 4.3 - IT Infrastructure

##### 4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

During the Pandemic, the college used the Internet facilities (Optic Fibre) provided by the Management to group of institutions in the campus. All the online classes were engaged using these facilities.

The BSNL has powered the College Office, Library and Departments with optic fibre internet connectivity. PG Block has a connectivity from BBNL.

For the hassle free connectivity, Wifi-repeater is installed in the PG Block.

The institution updates the failities as and when the need arises and as an evening college we are pioneers in the optimum utilisation of resources available in the capmus after the completion of day hours.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

#### 4.3.2 - Number of Computers

25

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

##### 4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

##### 4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

569688

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

#### Established Systems:

- **Computer Lab:** Computer Lab is cleaned by attendees and maintained by the System Operator cum office assistant staff. They are cleaned and maintained properly every day. Annual subscription to Anti-virus, frequent repairs is addressed.
- **Library:** The library is maintained by the attendees and scavengers. They clean the library floors and tables every day. Library facilities are partially fully automated using the EASYLib. At the end of the academic year, Librarian and supporting staff conduct stock verification to account for all books and facilities in the library.
- The maintenance of sports complexes, Auditorium, AV Room, Ground, and Campus surroundings are cleansed by the Administrative officer of the campus and the cost is apportioned between the institutions on the campus.
- 1 office, 2 staff rooms, 1 stockroom, Visitors' Gallery and Classrooms are cleaned by the attendees and maintenance staff.
- **IT facilities:** The college outsources the maintenance and servicing of ICT Facilities. Minor repairs will be handled by the System Support Staff of the College. To minimise e-waste, electronic gadgets like projectors, Computers, printers, and photocopiers are serviced and reused.
- **Classrooms/Offices:** The classrooms, College offices are cleaned every day. All washrooms are cleaned every day.
- College gardens and lawns are cleaned and maintained by the Parent Council. The cost of which is apportioned.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://specudupi.ac.in/naac/">https://specudupi.ac.in/naac/</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

<b>5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year</b>	
<b>5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year</b>	
07	
File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>
<b>5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year</b>	
<b>5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year</b>	
66	
File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>
<b>5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills</b>	<b>A. All of the above</b>

File Description	Documents
Link to Institutional website	Nil
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

#### 5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

185

#### 5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

185

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

05

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of student placement during the year (Data Template)	<a href="#">View File</a>

### 5.2.2 - Number of students progressing to higher education during the year

#### 5.2.2.1 - Number of outgoing student progression to higher education

09

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	<a href="#">View File</a>
Details of student progression to higher education	<a href="#">View File</a>

### 5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

### 5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

06

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	<a href="#">View File</a>
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

### 5.3 - Student Participation and Activities

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

##### 5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

06

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	No File Uploaded

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms )

Student union is an active student organization, dedicating its time and resources to give the student community an opportunity and a voice to students' creative energy. It fosters leadership

qualities, social and cultural values and good hobbies. Student representatives are selected on the basis of merit. These coordinators become nominees in the university level students council. The students' representatives are involved in the various functional and statutory committees.

Apart from these platforms, all the departments have subject associations to conduct activities of the respective departments. Various activities like seminars, collage preparation, Brand rangoli are conducted involving and sharing responsibilities on student members of department associations. The college has various Functional/statutory committees to perform academic, curricular, co-curricular and extra-curricular activities. Student representatives and coordinators are appointed as members of committees.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

### 5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

#### 5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

09

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	<a href="#">View File</a>

## 5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development



of the institution through financial and/or other support services

Our College has a Registered Alumni Association. It always stands with the institution in the overall development of the college. It involves in all the activities of the college by giving financial and non-financial support to the development of the college.

Contribution of Alumni to the development of the college

- Financial assistance and scholarships to the poor and needy students Extension of incentives and Encouragement to the achievers in
- Curricular and Co-curricular activities by instituting Prizes, Medals, Cups and
- Shields for Best NSS Volunteer, Best NCC Cadet , Best out-going student, Best Performer in Sports
- Helping the Students Association in conducting Inter-collegiate sports and cultural competitions.
- Support in extension activities and NSS Special camps
- Instituted Endowment prizes

File Description	Documents
Paste link for additional information	<a href="https://specudupi.ac.in/alumni/">https://specudupi.ac.in/alumni/</a>
Upload any additional information	No File Uploaded

**5.4.2 - Alumni contribution during the year (INR in Lakhs)**

**E. <1Lakhs**

File Description	Documents
Upload any additional information	No File Uploaded

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Sri Poornaprajna Evening College is a coveted centre of higher learning, strongly moored to its vision Amrutantu Vidya means Education is Never Ending process. . It is one of the 38 educational institutions managed by Udupi Sri Admar Mutt Education Council, Bengaluru.

The decentralized participative governance ensures the attainment of institutional goals to provide a learner-centred quality education through updated skill sets blended with values and ethos in a healthy academic ambience.

The Governing Body headed by the President, Senior Pontiff of Admar Mutt, one of the Astamathas initiated by Dwaitha Philosopher Madhwacharya provides effective leadership and guidance on academic and non-academic matters.

IQAC, Student Council, Staff Council and other bodies meet regularly and plan strategies for quality enhancement. The functional committees and associations with faculty and student representatives frequently meet to ensure smooth functioning in adherence to the academic calendar and contribute to developing and implementing various policies and programmes.

The Educational Institutions cannot run in a vacuum and being inclusive to all those who strive for the education are served in this institution over the last 56 years. Therefore, the governance of the college is in tune with its vision and mission and in the direction of empowering the students to become responsible and enlightened citizens along with building leadership qualities and community service.

File Description	Documents
Paste link for additional information	<a href="https://specudupi.ac.in/about-us/">https://specudupi.ac.in/about-us/</a>
Upload any additional information	<a href="#">View File</a>

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The institution practices decentralised management facilitated through an administration set up at various levels for the conduct of academic and non-academic activities.

The HODs and the IQAC plan in the beginning, the curriculum delivery plan under the leadership of the Principal. Departmental meetings are held twice a semester to review the overall progress.

The Exam committee headed by the principal and the exam coordinator finalises the date in accordance with the academic calendar. The examination committee prepares time table, deploys

invigilators, distribution and collection of answer scripts are closely monitored and grievances at any level are addressed effectively.

The office staff are involved in issuing hall tickets (Semester) and making other necessary physical arrangements. The roles of each individual as a faculty, in charge of cell/associations, as an examiner are well defined and responsibilities are properly executed ensuring smooth conduct of academic activities in the institution.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Meeting contemporary needs has become the priority of the institution. The management regularly develops and upgrades infrastructure facilities on the campus to provide a conducive ambience for the efficient conduct of educational programmes.

On need basis proposal is sent to the management requesting to sanction ICT tools, infrastructure requirements and any upgradation. After scrutiny of financial backup, management decides to approve the same. This process is also followed when it comes to academic requirements in terms of additional staff to meet the workload.

The HODs collect the details of books/ titles at the beginning of the year and the same will be forwarded to the Librarian for the procurement purpose after the approval of the principal.

The inclusive and participative management of the institution has helped to integrate all the academic and administrative aspects and improved the overall quality of education.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The institution has a well-developed smooth and efficient functioning setup. The principal is responsible for all the activities of the institution. Head of the Departments and Coordinators of the Associations/Cells assist the principal.

IQAC plans strategies for quality sustenance. All statutory bodies are constituted as per the UGC mandate. The administrative and supportive staff coordinates the administrative activities under the supervision of the Office Superintendent.

The college has Two NSS units and NSS officers appointed by the college. The activities of the NSS units emphasise community service and commitment to the society

The career and Placement Cell coordinator organises student-centric programmes to make them empowered and will be looking after the placement drives in and around the college. Cultural Association has a team of committed and learned students who participate actively in cultural activities, street plays, and dramas, which contributes immensely to the overall development of the students as well as to the harmonious relationship in society.

Alumni Associations support various activities of the college and give feedback for improvement.

The Institution follows specific recruitment procedures and service policies. The aided staff has the affiliated University and State Government guidelines. Management staff are bound by Parent body service rules.

The functioning of various institutional bodies with well-defined policies has resulted in effective and transparent institutional Governance.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	No File Uploaded

### 6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

B. Any 3 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

The institution has effective welfare measures for both teaching and non-teaching staff and avenues for career development/progression. All the statutory welfare benefits are provided and in addition, SPEC Staff Club, a forum of teachers meet regularly where they can share their views on various issues. It also organises a farewell programme for the staff attaining superannuation.

The management provides CL, Sick leave (Non-teaching) ESI and EPF facilities to the staff who are eligible in terms. Teaching staff are provided with the financial support to attend seminars/ conferences, Maternity leave benefits, appreciation and recognitions and other facilities.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

**6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year**

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

00

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

**6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year**

**6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year**

02

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

### 6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

#### 6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

10

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

### 6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Institution has an effective system of performance appraisal. On the basis of feedback the service continuation is decided and every year the Management decides the amount of increment to be given. At the end of every year teachers annual achievement record

is collected by above said purpose. Teachers who qualify for NET/KSET/Phd are given with financial rewards. The annual increment is applicable to both teaching and non-teaching staff.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

#### 6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The institution has a systematic and transparent financial management system supported by RoboVidya for the collection of fee receipts. The Finance committee headed by the Principal conducts periodical meetings to review budget and expenditure of the previous year and to outline the budget of the forthcoming year. The same will be presented before the governing body for the approval.

The college conducts internal and statutory financial audits regularly during which all finance statements related to all funds sanctioned by various funding agencies for the research/ infrastructure development, endowments, sponsorship, contribution from philanthropists etc. are conducted and presented and audited.

The College Management Committee has appointed CA Ganesh Hebbar as an Internal Auditor and the audited reports are forwarded to the Admar Mutt Education Council Head Office Bangalore for Central Statutory Audit and for consolidation. The consolidated statement then presented in the Governing Council Meeting for the approval.

State Audit is conducted annually by the Joint Director Office of Collegiate Education, Mangaluru, Government of Karnataka. Any objections or observations raised by the audit teams are rectified and clarified by the financial management team of the college. Instructions given by the audit team are followed to resolve any objections raised.



File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

##### 6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

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File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

#### 6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The sources of funds, other than fees, grant-in aid salary, interest from banks, are from the Parent Body for large infrastructural requirements. The departments/associations also get sponsorships to conduct co-curricular activities.

NSS, Rovers and Rangers units receive funds from the Central/State government. Philanthropists and other organizations donate funds for endowment prizes, scholarships and various extracurricular activities. Funds are also received from other non-government and private organizations to conduct various academic, sports and cultural events. The institution has a well-defined mechanism to monitor effective and efficient utilization of available financial resources.

The annual budget preparation is a rigorous exercise wherein each and every requirement of the institution is discussed with the management and depending upon the need, fund allocation is made. Every year Demand and Receipt Statement is prepared and Budget Utilisation is analysed. Utilization of funds received from the

funding agencies is made as per the norms/ guidelines of the scheme.

When it comes to optimum utilisation of Infrastructure we share the resources collaboratively with Poornaprajna College, Udupi which is a sister concern of us. Classrooms, Auditoriums, sports complex are shared with us during evening hours resulting into best use of available resources.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

## 6.5 - Internal Quality Assurance System

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

**IQAC's quality initiatives :**

The Covid-19 affected the academic activities during the year 2020-21. Students were not able to witness the offline classes during those tough times. The IQAC of the College along with HODs are able to choke out an alternative plan for effective curriculum delivery and successfully implemented the same. For the benefit of the students, every staff members were instructed to forward the notes and study materials relating to the online classes using Google Classroom, Whatsapp, Telegram. Few students who faced the hurdle due to poor connection were also helped personally by the staff members by compensating the session through recorded videos.

IQAC is the backbone of all the activities done in the college and every activities are conducted under the guidance of IQAC.

IQAC prepares the Academic Calendar institution-wise adhering to University Calendar in which slots are provided for the conduct quality oriented programmes.

Most of the students who seek admission in the Evening College are either working class or the one who are preparing for competitive exams link CA, CS, CMA , IBPS etc. Keeping all the students in the mind programmes are organised through Cells and Associations.

Placement Drives, Personality Development Programmes to the

students, FDPs , Professional Development Programmes, strengthening library with e-resources are some of the initiatives of IQAC in quality enhancement.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

**IQAC practices Periodic and Term End Review Mechanisms to ascertain quality in the overall outcome of the institution.**

Periodic Review Based on the academic calendar, Annual plans of activities are prepared by the departments / committees for execution. Institutional level reviews of the activities are carried out at the quarterly meetings of the HoDs and Departments.

IQAC composition meetings will be held as per the requirements of authority and decisions taken are recorded and institutionalised for the betterment. The suggestions, feedback from the members are considered collectively for enhancing the quality.

Once in a year Feedback about the curriculum, learning experiences are collected from Students, Teachers and Alumni's. Based on which scope for improvements are drawn.

Orientation sessions shall be organised for the First Degree Students to create general awareness of the college and code of conduct in the campus. An orientation session to freshly recruited staff shall also be organised for making them aware and responsible about vested duties.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

**6.5.3 - Quality assurance initiatives of the**

**C. Any 2 of the above**

**institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

### **7.1 - Institutional Values and Social Responsibilities**

#### **7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year**

The institution has a system for the promotion of gender equity. The inclusion of the gender equity components such as gender equality, women empowerment sessions, special support to Lady students to participate in competitions in all fields and to avail scholarships from Govt and NGO's, Special awareness programmes within the college and outside the college on women rights, safety and security, separate facilities such as hostels, restrooms, Maternity leaves as per the provisions made by the Government, Safe disposal of wastes, security for women students while returning to their hostels in the late hours n the evening after class hours, counselling services are some the measures initiated in the college. The presence of the active Women Development Cell, Anti Sexual Harassment Cell and Grievance Redressal Cell ensure gender equity in the college Safety and Security, Counselling Services, and Common Rooms are provided to women students.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

<b>7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment</b>	<b>D. Any 1 of the above</b>
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File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management
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<p>The institution ensures proper disposal of waste through the proper system.</p> <p><b>Solid Waste Management:</b></p> <p>The waste is collected on alternative days from the campuses in wet and dry form and kept at a particular place from where City Municipal Waste Management Team will carry it to Waste Disposal Unit. Paper and Plastic wastes if any are sold to Scrap Centres.</p> <p><b>Liquid Waste Management:</b> The liquid waste including human waste from toilets and bathrooms will flow to the drainage unit connected to the municipal corporation.</p> <p><b>E-waste Management</b></p> <p>The e-waste generated in the last 2 years is disposed off/sold to licensed scrap collectors on a quotation basis in the year 2020-21</p>
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**Waste Recycling System**

The garden waste or green waste including tree leaves generated is recycled through the composting method and used for the college garden as fertilizer.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	No File Uploaded

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus**

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:**

- 1. Restricted entry of automobiles**
- 2. Use of bicycles/ Battery-powered vehicles**
- 3. Pedestrian-friendly pathways**
- 4. Ban on use of plastic**
- 5. Landscaping**

C. Any 2 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

### 7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

**7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following**  
**1.Green audit 2. Energy audit**  
**3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities**

**D. Any 1 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment**  
**5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

**A. Any 4 or all of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The students of the college are from diverse religious, cultural and linguistic backgrounds. The mother tongues of students are Kannada, Kundapura Kannada, Hindi, Urdu, Byari, Tulu, Chithpavan, Havyaka, Shivalli, Arebhashe, Kundapura Kota, Konkani etc.

The college magazine is a platform for students to write articles in their own languages. In order to promote vernacular languages and build a friendly bonding among diverse language communities, students are highly encouraged to contribute to the college magazine.

All special days are observed to commemorate the significance of languages like Hindi, Sanskrit, Kannada and Tulu with true spirit.

The Cultural Association deputed the students to attend workshops on Bharathanatyam, Drama etc.

Regional festivals including Udupi Paryaya, Deepavali, Sharada Pooja celebrated.

Sadhbhavana day Youth day and Yoga day are celebrated in the college.



File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The students of the college are from diverse religious, cultural and linguistic backgrounds. The mother tongues of students are Kannada, Hindi, Urdu, Byari, Kodava, Tulu, Chithpavan, Malayalam, Havyaka, Shivalli, Arebhashe, Kundapura Kota, Konkani, Manipuri, Simhala, Marathi and Karada.

The college magazine is a platform for students to write articles in their own languages. In order to promote vernacular languages and build a friendly bonding among diverse language communities, students are highly encouraged to contribute to the college magazine.

All special days are observed to commemorate the significance of languages like Hindi, Sanskrit, Kannada and Tulu with true spirit.

Regional festivals including Udupi Paryaya Mahostava, Deepavali, Sharada Pooja are celebrated. Sadbhavana day,

Youth day and Yoga day are celebrated in the college.

Republic Day, Independence Day, Voters Day and Samvidhan Day are observed. The curriculum also provides these inputs through the courses like Indian Constitution as Foundation Course

Observations of Kargil Vijaya Diwas, Sadbhavana Diwas, Parakrama Diwas and Non-violence day develop patriotism.

other Cultural and other cells. Awareness programmes on covid 19, voting rights Conducting Health Awareness camps- Blood donation awareness. Uniforms to students, Common self-service facility in Canteen ensures the common hood.

Traditional Day Celebration for brotherhood and tolerance. Involving students in Cleaning of Bus stops , Beaches , Ratha

**Beedi during the Udupi Paryaya Mahostava and awareness programs and Orientation on Civic sense have positive results**

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized**

**A. All of the above**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	<a href="#">View File</a>

**7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals**

**Days like Independence day, Republic day, Gandhi Jayanthi, Kargil Vijay Diwas, Martyr Day are celebrated.**

**Institution also celebrates Youth Day, Sadbhavana Diwas, Peace day, Women's day are focused especially on youths and spreads the message of brotherhood, harmony and peace. Suicide prevention day,**

Mental health day ,International Yoga Dayetc prove the significance of the proverb 'Sound mind in a sound body'. Fitness Run to highlight the importance of physical and mental fitness.

Food Day, through which students tend to learn importance of food and a message of not wasting the excess food. While days like Population day shows that the economy and nation's strength is dependent on the citizens, Human Rights Day, Voters Day sounds the citizen's rights in every place.

Environmental Day, Pollution control day are celebrate to nurture our immediate surrounding which harbors all of us.

Founder Day is celebrated in the college. Librarians Day, National Sports Day, Celebration of Deepavali, Hindi Diwas, Saraswati Pooja for final year students, College Day, Talents Day, Traditional Day, Dassera and through Shramadana of NSS a message of oneness is shared with the students.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

**Practice 1: Sustainability and Green Practices'** Cultivating sustainable and green practices helps for good physical and mental health. Further, it helps the students to develop environmental consciousness. Our campus is having age-old giant trees. We have conserved these trees. Tree conservation is better for air quality. Every year we plant the new saplings and maintain them to keep our campus pollution free. It is our goal to maintain a healthy environment by developing green practices. So we encourage our students and faculty to use public transport and bicycles to reduce emissions. So we consider in the context that sustainable

practices of preserving energy is required. As far as possible we try to minimize pollution. A healthy environment means a more sustainable future.

Practice 2: 'Maulya Vardhana' - Promotion of Social values for a contented life. In the present technological world life has become very fast and mechanical. Human life always should be guided by values. A 'snataka' (Graduate) should be very responsible and helpful to the society. An educated should respect the elders and treat the younger with affection. Human society requires the support from the people who have concern towards weaker sections. As per the vedic tradition the education completes when the individual is able to take the decisions for the meaningful life and capable of maintaining healthy family and promoting for the welfare of the human beings.

File Description	Documents
Best practices in the Institutional website	<a href="https://specudupi.ac.in/wp-content/uploads/2021/11/Final-Best-Practises-1.pdf">https://specudupi.ac.in/wp-content/uploads/2021/11/Final-Best-Practises-1.pdf</a>
Any other relevant information	Nil

### 7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The establishment of Sri Poornaprajna Evening College is a visible fruit offoresightedness and ardency of Sri Sri Vibhudesha Theertha Swamiji, to brighten up the education scenario by bringing into the net those aspiring students who could not pursue their college education by attending day colleges. Professional course colleges have been cropping up here and there in recent years. At the same time the number of students pursuing basic degree has been falling drastically everywhere. Even in these adverse circumstances, our Evening College continues to attract students to its fold and the reason for this is its distinctiveness in many matters. Shorter working hours of the Evening College compared to Day Colleges does not impede curricular and extracurricular activities of our students, with the college extending full support for these activities. Incidentally, it is only in the Evening Colleges that students are able to get opportunities for professional training and to pursue basic degree simultaneously. Our opening up to their demand has led to the addition of one more B.Com. Batch in our

College since 2014-15. We have also started a Post Graduate Centre to enable students to pursue M.Com. Degree by attending classes in the evening. In the matter of enrolment of students, the institution does not impose any cut-off marks for eligibility for admission. The maintenance of gender equality is another distinctive feature of the functioning of our Management.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 7.3.2 - Plan of action for the next academic year

1. Strategic Plan for effective implementation of NEP-2020 in our college.

2. Starting more value added certificate courses.

3. MOUs with training institutes, Corporate bodies and Academic institutions for faculty/ Student Exchange.

4. Conducting more training sessions on Life skills, Soft Skills and Communication.

5. Upgrading IT and Physical infrastructure.

6. Organising FDPs on different themes.

7. Organising National/State level seminars/EDPs