



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution	SRI POORNAPRAJNA EVENING COLLEGE, UDUPI
Name of the head of the Institution	Dr. SUKANYA MARY J
Designation	Principal (in-charge)
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	0820-2520743
Mobile no.	9448262319
Registered Email	spppecudupi@gmail.com
Alternate Email	sukanyam801@gmail.com
Address	PPC CAMPUS UDUPI
City/Town	UDUPI
State/UT	Karnataka
Pincode	576101
2. Institutional Status	

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	SMT DURGALAXMI
Phone no/Alternate Phone no.	08202520743
Mobile no.	9483457464
Registered Email	drglxm@gmail.com
Alternate Email	sppecudupi@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://specudupi.ac.in/wp-content/uploads/2021/08/2018-19-Online.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://specudupi.ac.in/wp-content/uploads/2021/08/Academic-Calendar-Paln-of-Action-2019-20.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
2	B	2.47	2013	23-Mar-2013	22-Mar-2018
3	B	2.10	2018	02-Nov-2018	01-Nov-2023

6. Date of Establishment of IQAC	20-Jun-2006
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
WORKSHOP ON E-CLASS	08-Aug-2020	61

	1	
DEVELOPMENT OF INSTITUTIONAL LEARNING MANAGEMENT SYSTEM- SUBJECT RELATED VIDEO CONTENTS	30-Jul-2021 1	28
LIFE SKILLS	01-Oct-2019 1	42
ORIENTATION ON ONLINE COURSE	27-Aug-2019 1	78
FACULTY DEVELOPMENT PROGRAMME	05-Jul-2019 1	43

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	0	NIL	2020 0	0
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View Link](#)

10. Number of IQAC meetings held during the year :

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View Uploaded File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

Academic Administrative Audit Online Feedback System Student Satisfaction Survey Organization Webinars Tally Course Learning Management System

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

Plan of Action	Achivements/Outcomes
Prepared	All the Programmes have been conducted as per the scheduled of the Action Plan
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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
COLLEGE MANAGING COMMITTEE	05-Aug-2021

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

Yes

Date of Visit

05-Oct-2018

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2020

Date of Submission

25-Feb-2020

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

We have the following facility for MIS: Library, Admission, Faculty Attendance, Examination, Internal Assessment, Accounts

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The subject-wise and class-wise time tables are prepared at the beginning of every academic year. The classes are assigned according to the number of hours stipulated by the Affiliating University. The Departmental Meetings are held at the beginning and end of each semester to distribute and assess the teaching

works. Teaching Plan: 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.

Support to the teachers from the institutions for knowledge enhancement: As our institution is an Affiliated College. We are not framing the syllabus. However 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 with O.O.D. facility. They actively participate in the workshop and communicate the outcome to other teachers. We have a Library with an adequate number of books. All the teachers are provided with 20 books at a time for reference. Additional books are also provided if needed. Departmental Libraries are maintained for ready use by teachers. Computers with internet facilities are provided to the faculty members. We have three ICT enabled classrooms for conducting classes with technical support (Power Point Presentation). Guest lectures are arranged by all the Departments. Work Diaries are maintained by all the teachers and these are signed by H.O.Ds besides the Principal. If any deficiency is observed in the teaching work, directions are given for improvement. Role of IQAC in ensuing effective teaching: The IQAC prepares Action Plan for every academic year. Students are given home assignments for evaluation by teachers and proper guidance is given for improving their skills in analytical writing. Surprise tests as well as practice tests are conducted by all the teachers. Newly appointed teachers are given proper guidance by their seniors for effective teaching. Teachers are always encouraged to use innovative teaching methods.

Lecture Method: We mainly follow Chalk & Talk lecture method which is accepted as the basic method of teaching. Interactive Method: Students are encouraged to learn through interactive methods which include group discussions and debates, reading and reciting selective texts and poems, role plays etc. specifically by dividing curricular & co-curricular activities of the college. It gives directions from time to time for the timely finishing of portions. It monitors all the activities of the college. It advises the mentors to identify the slow learners for conducting remedial classes. It conducts workshops to improve the quality of teaching. Eminent resource persons are invited to orient the teachers on effective delivery of the curriculum.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
TALLY	Nil	20/01/2020	45	The Students who completed Tally Certificate Course will become eligible to work as Accounts Assistance in the Office of Business Enterprises	The students will get the skill of maintaining monitory transactions in Tally software which is high demand at present

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	0	Nil
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	HISTORY	20/06/2019
BCom	E COMMERCE	20/06/2019
BA	FISCAL ECONOMICS	16/12/2019
BCom	RETAIL MANAGEMENT	16/12/2019

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

	Certificate	Diploma Course
Number of Students	45	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
RASA SIDHANTHA AND KAVYA THATVAM	06/03/2020	38
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	FIELD PROJECT	10
BA	FIELD PROJECT	19
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	Yes
Parents	Yes

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

Feedback Obtained
A structured questionnaire to assess the quality of teaching infrastructure facilities and students support activities in the college is given to the students at the end of each semester. Online Feedback system has been

introduced from the year 2020. It has been analysed and utilized for the introduction of quality initiatives for the up gradation of the college. IQAC puts the feedback for the proper discussion in order to take steps to implements for such programmes. 1. Students Feedback Quality initiative Programmes: On the basis of the feedback received from the students to conduct technology enabled classes all teachers are being informed by the Principal to conduct Power Point Presentation weekly. As the students requested more study materials latest additions of texts books were added to the library. More emphasis has been given to career guidance cell. 2. Parents Feedback : The parents give their feedback during parent teachers meeting annually in a structured format. They put forward the demand to introduce E-Library facility. This facility has been provided through N List. The teachers and students are utilizing the same. In order to facilitate the students to apply for Scholarship a senior faculty is appointed as the coordinator. As per the request of the parents to keep the campus healthy and clean pest control services are being provided by the municipality. 3. Alumni Feedback Alumni feedback is taken at the time of Alumni Association meeting. Further the outgoing batch in every academic year is given exist form in which they give their feedback. As per their feedback more emphasis is given to students support activities like financial help to the needy students. Analysis of the feedback is placed before the Governing body of the college. Over all response of the students on the teaching is good. No deviations are found in the feedback. Still the Secretary of the governing body addressed the teachers at the beginning of the academic year and directed all the faculty members to achieve excellence in teaching.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	HES	100	37	22
BCom	COMPULSORY SUBJECT	180	223	174
MCom	COMPULSORY SUBJECT	60	23	18

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	609	42	15	4	3

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
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	Resources)				
30	27	2	5	0	2
View File of ICT Tools and resources					
View File of E-resources and techniques used					

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

The vision of our college is to provide the opportunities to the aspirants of Higher Education who could not pursue their higher education because of difficult social and economic constraints. In order to shape their overall personality we effectively maintain with the following set of goals • Regular follow up of progression of the students • Personal counselling of the students • Identifying the their strength and weakness and helping them to overcome the weakness • Facing the threats and using the opportunities • Facilitating students support activities – Scholarships Cocurricular Activities • Checking the drop out Practice: The mentoring system is maintained in the following pattern: • Mentor Mentee Ration : 1:35 • A format for progression has been maintained in the pattern designed by IQAC of the College. The following information is recorded in the format • Quarterly attendance of the students • Internal Assessment Marks • Marks in the University Examination • Marks in the Cocurricular activities • The mentors take steps to inform the parents the outcome in the parent teacher meeting. Further information are given to the parents through the students The mentors effectively communicate the parents about the weakness of the students and give necessary guidance to them to overcome their weakness. The mentors identify the slow learners and make necessary arrangement for extra coaching for them. The Mentors created the Whatsup groups of their mentees and have taken steps to clarify the doubts of the students regarding admission examination and other issues.They are available for consultation of the students to solve their personal and accademic problems. The advanced learners are given opportunities to participate in the students support activities for the other colleges which help them to improve their competencies. Due to time constraint the students face stress at the time of examination. The mentors personally take interest in helping the students to overcome examination fear and stress. They attend the workshops conducted in neighbouring colleges for mentoring systems. The guidelines of University and the Department of collegiate education have been strictly followed. The personal counselling sessions are being conducted by the mentors. during lock down period have taken knees interest to giving personal tele counselling to the students.The counselling cell has been maintained in the college. The students can approach the cell for the redressal of their grievances cell through the mentor. Result: The mentoring system has brought the following possible change • The gap between the teacher and the students is reduced • Consistently good result in the examinations • Students free from examination stress • Dropout rate is minimal • Free accessibility of teachers to the students • Students made tremendous achievements in the competitions conducts by University and other colleges • Students won laurels in National level and International programmes Conclusion: All the mentors are taking keen interest in supporting the students for their welfare They are giving their best to shape the personality of the students. the mentoring system very much helped both the teachers and students during

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
651	19	1 : 34

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
12	0	9	0	2

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	DR SUKANYA MARY J	Principal (in-charge)	BASHA SAHODARI SAMMAN

2019	DR SUKANYA MARY J	Principal(in-charge)	VISHIST SAHITYAKAR SAMMAN
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MCom	MCOM	YEAR	07/08/2019	13/11/2020
BCom	BCOM	YEAR	19/06/2019	19/10/2020
BA	BA	YEAR	19/06/2019	19/10/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Reforms in continuous internal evaluation system at the institutional level. As our college is Affiliated College we have to follow University guidelines in evaluation system. So we have no freedom to bring about reforms in that aspect. However we continuously evaluate the students through the following steps:

Examinations in the college level for Internal Assessment marks. Their participation in class seminars, class tests and group discussions. The Affiliating Mangalore University follows the credit based semester system and our college has implemented the system in both letter and spirit. In the last five years we made the following reforms in the Evaluation system: Two college level Examinations in each semester on the model of University Examinations. Earlier Internal Assessment marks were awarded on the basis of the performance of students one examination and one Home Assignment. Now we conduct two examinations to maintain transparency and rigor in the evaluation system and to prepare the students to write the University Examinations without any stress and fear. Model Question papers are given to the students at the end of each semester. Taking the signatures of the students for their presence in the examination. Maintaining absentee records. Adhering to the academic calendar in conducting examinations. Re -examination to the genuine absentees. Preparing the Question papers strictly according to the rules of Affiliating University. Giving the questions in Kannada also to the B.A students. The above reforms are made in the interest of students.

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

Our college adheres to the academic calendar for conducting continues internal evaluation. The Affiliating University fixes the dates of internal examinations for every semester. So we adhere to that and we conduct internal examinations in the specified time. The dates of examinations are mentioned in the calendar and hand book of the college for the knowledge of the students. . If college schedule does not permit to follow the specified date because of unavoidable reasons we modify the date with slight difference. Further the principal gives notice to the students before 15 days of commencement of examinations. All the teachers are also given notice to prepare the question papers as per the pattern of the University and to submit to it to the Principal before 10 days of the commencement of examination. Further they have to collect the answer scripts immediately after the examination and submit the marks list within 7 days after the completions of the examinations. 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. We submit internal assessment marks of the students to the university website on the time specified by the university without fail. The marks of students in internal assessment marks are displayed on the college notice board before submitting the marks to the university website.

2.6 – Student Performance and Learning Outcomes

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

<https://specudupi.ac.in/program-outcome/>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BA	BA	HES	19	17	89.47
BCOM	BCom	COMPULSORY SUBJECT	176	139	78.97
MCOM	MCom	COMPULSORY SUBJECT	21	21	100

[View Uploaded File](#)

2.7 – Student Satisfaction Survey

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

<https://specudupi.ac.in/wp-content/uploads/2021/11/Consolidated-Response-Sheet.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	0	0	Nil	Nil

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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
INTELACTUAL PROPERTY RIGHT	COMMERCE	20/07/2020

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
0	0	0	Nil	0

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
0	0	0	0	0	Null
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
0	0

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	SOCIOLOGY	1	5.94
National	COMMERCE	1	6.58
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
SOCIOLOGY	1
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
0	0	0	Null	0	0	0
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
0	0	0	Null	0	0	0
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	2	8	2	5
Presented	2	7	0	0

papers				
Resource persons	1	2	0	2
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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
ROAD SAFETY PROGRAMME	COLLEGE NSS UNIT	6	329
WASTE PAPER MANAGEMENT	COLLEGE NSS UNIT	2	331
WORLD ENVIRONMENT DAY	COLLEGE NSS UNIT	3	131
BEACH CLEANING	COLLEGE NSS UNIT	3	50
VANAMAHISTAVA AT POORNAPRAJNA PU COLLEGE ADMAR PLANTATION OF 350 SAPLING	COLLEGE NSS UNIT	2	331
PADDY PLANTATION	COLLEGE NSS UNIT	11	331
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
0	0	0	0
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
NSS	COLLEGE NSS UNIT AND VOLUNTEERS OF ADMAR	SWACH BHARATH	22	165
NSS	COLLEGE NSS UNIT	SWACH BHARATH	16	176
NSS	COLLEGE NSS UNIT	SWACH BHARATH	10	175
NSS	DISTRICT AIDS PREVENTION CONTROLLING UNIT	AIDS AWARENESS PROGRAMME	12	218
NSS	KARNATAKA	VRIKSHOTSAVA	2	68

	FOREST DEPARTMENT AND PRESS CLUB UDUPI	AT SALUMARA THIMMAKKA UDYANA		
NSS	DISTRICT BLOOD BANK UDUPI AND BADAGUBETTU CREDIT COOPERATIVE SOCIETY LTD UDUPI	BLOOD DONATION CAMP AND BLOOD GROUP CLASSIFICATION	17	320
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
FACULTY EXCHANGE	SANTHOSH KUMAR	SIKKIM MANIPAL UNIVERSITY, MANIPAL	15
FACULTY EXCHANGE	VINAYAK PAI	SELF	10
FACULTY EXCHANGE	NAGARAJ	SELF	12
FACULTY EXCHANGE	GOWRI SHENOY	SELF	10
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
RESEARCH STUDY	RESEARCH	POORNAPRAJNA RESEARCH CENTER	19/06/2019	28/08/2020	6
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
PIM	02/02/2019	Faculty Exchange, Library Facility, Preparing Project report, joint Survey of Socioeconomic demographic Profile, Community	12

MICE	11/11/2019	SKILL ENHANCEMENT CERTIFICATE COURSE	18
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
0	0

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
Seminar halls with ICT facilities	Existing
Others	Newly Added
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
EASY LIB	Partially	4.4.3	2012

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	8947	390761	650	72506	9597	463267
Reference Books	19607	2210201	0	0	19607	2210201
e-Books	313500	5900	0	0	313500	5900
Journals	27	58732	0	2500	27	61232
e-Journals	600	5900	25	0	625	5900
CD & Video	60	11688	0	0	60	11688
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
SMT DURGALXMI	OBS	YOUTUBE	31/12/2020
PREMANATH	OBS	YOUTUBE	31/12/2020
RAGHAVENDRA G G	GOOGLE DRIVE	GOOGLE DRIVE	31/12/2020
RAMAKRISHNA UDUPA	GOOGLE DRIVE	GOOGLE DRIVE	30/12/2020
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	23	10	1	1	1	7	3	100	3
Added	2	0	0	0	0	0	0	0	0
Total	25	10	1	1	1	7	3	100	3

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

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
nil	Nill

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
1087840	910593	0	177247

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

<p>Maintenance and utilization of physical and support policies is completely taken care of by the Management. Usually infrastructure development up gradation benefits all the 4 colleges in the Campus and the proportionate expenditure is made to be borne by the respective institutions. This kind of expenditure not necessarily prebudgeted, but as and when the need for such expenditure in the interest of any or all the institution in the campus is felt, it is immediately taken up. As regards maintaining and utilising physical, academic and support facilities, standard procedure duly apprised by the managing committee is followed, taking into consideration all the relevant factors and fixing responsibility for such maintenance.</p> <p style="text-align: center;">https://specudupi.ac.in/wp-content/uploads/2021/11/4.4.2-Procedures-and-policies-for-maintaining-and-utilizing-physical.pdf</p>

CRITERION V – STUDENT SUPPORT AND PROGRESSION**5.1 – Student Support****5.1.1 – Scholarships and Financial Support**

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	ENDOWMENT PRIZES AND SRI SRI VISHWAPRIYA THEERTHA TRUST SCHOLARSHIP	51	194008
Financial Support from Other Sources			
a) National	MHRD SCHOLARSHIP	16	160000
b) International	Nil	Nil	Nil
View File			

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
PRADHAN MANTRI KOUSHAL VIKAS YOJANA	26/02/2020	42	PMKVY, Manipal, Udupi
DIGITAL MARKETING	12/02/2020	60	GYANAD Training Institute Hubli
TRAINING PROGRAMME FOR BANKING EMPLOYMENT	28/01/2020	50	NIIT Mangalore
BANKING AND COMPETITIVE EXAMS	19/07/2019	111	TIME Institute Udupi
SAP-SYSTEM APPLICATIONS AND PRODUCTS	19/08/2019	75	ROOTS Institute Udupi
View File			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	INTERSHALA-A SPECIAL UGC PROGRAMME	200	2	2	2
2020	CAMPUS RECRUITMENT -INFOSYS	50	5	5	5

2020	GOAN INSTITUTE IN TERNATIONAL CONSOCIATION OF EDUCATION PVT LTD(GICE)	15	7	7	7
2020	COGNIZANT PVT LTD	50	2	2	2

[View File](#)

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
2	2	5

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
4	315	16	5	150	5

[View File](#)

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	1	B.COM	COMMERCE	BEMS	MBA
2019	1	B.COM	COMMERCE	Aloysius Institute of management and information technology (AIMIT)	MBA
2019	1	B.COM	COMMERCE	Manipal academy of higher education	MBA
2019	1	B.COM	COMMERCE	SDMIMD MYSORE	MBA
2019	2	B.COM	COMMERCE	RVIM Bangalore	MBA
2019	3	BA	ARTS	GOVT FIRST GRADE COLLEGE	MA
2019	9	B.COM.	COMMERCE	SRI	M.COM

				POORNAPRAJNA EVENING COLLEGE UDUPI	
2019	15	B.COM	COMMERCE	INDIAN CHARTED ACCOUNTANTS OF INDIA	CA
2019	1	B.COM	COMMERCE	Aims institute, Bangalore	MBA
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Nil	0
View File	

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

Activity	Level	Number of Participants
LITERARY COMPETITIONS PG SECTION	INSTITUTION	24
LITERARY COMPETITIONS FROM DEPARTMENT OF COMMERCE	INSTITUTION	128
LITERARY COMPETITION	INSTITUTION	55
HINDHI DAY	INSTITUTION	62
ANNUAL SPORTS AND GAMES	INSTITUTION	315
ANNUAL CULTURAL COMPETITIONS	INSTITUTION	276
View File		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	HINDI EXTEMPORE	National	Nil	1	17232	SAGAR SHETTY
2019	SPEAK FOR INDIA	National	Nil	1	18271	AMOGH HEGDE
View File						

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

Constitution of the Council: The nominated class representatives constitute the students council which comes into existence in the first month of the academic year. One among the final year students is nominated as President of the

Council, by the Principal and the others are nominated as Secretary and Joint Secretary. A girl student among the final year is nominated as Ladies' Representative. All nominations are strictly on the basis of merit of the students. Functions: The Students' Council functions under the guidance of the Principal and the Staff Advisors meets regularly. The Students' Council organizes programs such as Students' council Inauguration, College Day, Talents' Day and Sports Day and other related activities. The council takes active part in conducting inter collegiate cultural and sports and games competitions. Donations are collected for contribution to Natural calamities, Relief fund, as and when an appeal is made by the concerned authority. Communicates the decisions of the council to the students Representing grievances/ requirements of the students to the Principal Assisting the Principal and the staff in the smooth conduct of the college day Taking leadership in organizing activities of the students such as Annual day, Sports day, Talents day, Teachers' Day, Inter University Sports Cultural Programmes. Organizing/ Participating in public awareness programmes with social relevance Collecting funds for various needs such as flood relief, medical relief, and community development, advertisements for college annual magazine and sponsorship for conducting inter collegiate sports and literary competitions. Role in academic and administrative bodies. One of the student representative is in the composition of IQAC. He or she actively participates in the meetings of IQAC and gives opinion for the better functioning of the institution like reforms in examination, organising workshops, arranging guest lectures and organising intercollegiate fests. Student representation is being taken in preparing academic calendar. College forms different committees for the smooth functioning of curricular and extra-curricular activities. Some of the important committees are cultural committee Sports committee .S.C. S.T Cell, N.S.S Committee, Women Empowerment Cell, Human rights Cell, Eco and Energy Club etc. All these committees have nominated student representatives. These representatives actively participate in all the activities of their respective committees. They organise the programme connected to their committees. SQAC: Students Quality Assurance Cell, containing students' council, class representatives and senior faculty. The primary purpose of SQAC is to involve the students in the quality maintenance and enhancement in the running of the institution. It draws suggestions from students in designing and redesigning various programs for the students for the year and to have periodical evaluation. Funding: Main source of funding for activities of the Council is the fee collected from students for the specific purpose. Funds are also received from donors, PTA and the Alumni Association extend their help in such activities.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Our College has a strong Alumni Association. It always stands behind 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. Sri Sri Vishwapriya Theertha Swamiji the President college managing committee chairman of the Association Dr. Sukanya Mary J executive chairperson of the association and Sri Sandeep Kumar Lecturer in Business Mathematic is the Staff Coordinator. Further it consists of 17 prominent persons as the members. 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 1. Best NSS Volunteer 2. Best NCC Cadet 3. Best out-going student 4. 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 The work of metalling the campus was got done by the Alumni Association Financial help to the poor and talented Incentives to achieve in sports, games, and cultural activities The alumni association joins the annual day celebrations and gives a programme on Yakshagana the folk art of coastal region in order to spread the message of ethical values of the Puranas to the students. The Alumni members are visiting the college and giving their suggestions and advises for the overall improvement of the college. Annually 2 meetings are conducted by alumni association within the college campus. Issues connected to the development of the college in respect of introducing new courses like PG in Commerce and expansion of infrastructure facilities are discussed in the meeting. All the members give their whole hearted support in fulfilling the vision and mission of the college. Our present Principal Dr. Sukanya Mary J. and Dr. Ramesh T.S. Ex. Principal are the alma mentors of the college. Mr. Ramachandra Upadhyaya Rtd. Manager of Syndicate Bank is the member of the college Managing Committee. Sri Yashpal Suvarna the Industrialist is the President of Alumni Association and Sri Mattu Laxminarayana Rao, Business man the Secretary of Alumni Association are members of IQAC of the college. They attend all the meetings of IQAC and give their support to the development of the college.

5.4.2 – No. of enrolled Alumni:

63

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

28.12.2019

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The institution practices decentralization and participative management. The College is managed by a committee of eminent educators. It consists of one senior faculty as the member. The principal provides excellent leadership to the institution by involving all stake holders. She is king pin of the whole educational machinery. The duties are delegated in consultation with the staff and decisions are taken through discussions. In the date today affairs the principal supported by the different committees headed by the faculty members. The administration is decentralized as the Principal is assisted by the Staff Council, the Heads of the Depts., academic counsellors and the mentors. Academic and administrative decisions are taken in consultation with the management. For the examination we have an examination committee headed by the Principal. The Librarian takes care of the library administration and the office superintendent is in charge of the office. This decentralized setup results in effective team work. The group dynamics within the organization and the freedom in decision making process facilitate a congenial atmosphere in the institution. A case study to show the practice of decentralization of participative management. In every academic year the following committees are created besides the college governing council. All the committees conduct regular meetings and discuss the issues connected to them and pass the decision through the principal. The college has the following committees for the efficient management of activities in the college. Committee for preparing the academic calendar Committee for preparing Time Table Committee for conducting

examinations NSS advisory committee ROTRACT Committee Evaluation committee Research committee UGC implementation committee Library advisory committee Stock verification committee for library, physical education department and for institutional infrastructure The academic board to suggest changes in the curriculum Magazine committee Sports committee Apart from the above, Special Committees are formed to conduct College Day and Union Day Celebrations, Annual Sports and Games Meet, Inter-collegiate cultural event, State Level National Level Seminars and Conferences.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	The college follows the guidelines of curriculum designed by the Affiliating University. It has limited role in development of the curriculum. However the following strategies were adopted for the development of curriculum. Add on certificate courses in the currently relevant and useful subjects Students research projects Students Seminars and Debates Extension of Library facility including E-Library Support to the co-curricular activities like participation of students to the seminar conducted by the other colleges Guest lectures and study tour Paper presentation by the students Classes by the advanced learners to the slow learners Internship of B.Com. students under leadings chartered accountants Complete transparency in the examination Answer scripts are given to the students within a week of after the examination
Teaching and Learning	The teaching learning modalities of the college are rendered to in order to fulfil the vision and mission of the college The following were methods were followed to impart quality teaching in the subjects by the teachers. 1. Traditional chalk and talk method 2. technology supports to enrich the knowledge of students Since our students are employed we try to create the sense of responsibility we give more importance to knowledge rather than examination. Time has been given in the classroom for interactive session Home assignments in the subjects
Examination and Evaluation	We follow mainly with examination and evaluation system to assess the

	<p>performance of students We conduct the examination as per the guidelines of affiliating University. The following strategies were implemented to improve the standard of the system All the teachers were given strict direction to prepare the question paper by setting the good quality of questions. The question papers are scrutinised by HODs Necessary steps were taken to avoid possible error</p>
<p>Research and Development</p>	<p>The college maintains a research committee which consists of principal and two senior faculty members. The committee motivates the teachers to submit proposal for research projects. One of our commerce faculty member got the sanction of Minor Research project from UGC on the topic "E waste Management" in the year 2015.</p>
<p>Library, ICT and Physical Infrastructure / Instrumentation</p>	<p>Provision of accessing of E Journals and E Books facility for students and Faculty through N list consortium Soft copy of Question papers are provided to the students</p>
<p>Human Resource Management</p>	<p>We use the self-appraisal method once, towards the end of the academic year. The student evaluation is taken twice a year and the findings are made known to the faculty and the staff members. Feed back from the peer group Self-appraisal by the faculty on the format provided by the government Based on the evaluation of the students, individually the concerned teacher is told to improve his performance and rectify the weak points. Collective measures are also taken on the feed back from the students. Based on the feed-back from students and peer groups, teachers are given the following facilities to improve their teaching and research: Faculty members are given assistance to continue their higher studies. Inclusion of faculty members in the college governing council. Financial assistance to attend conferences out-side the state. Additional books to the departmental library Provision of additional computers in the staff room</p>
<p>Industry Interaction / Collaboration</p>	<p>Experts from the industry are included in the Academic Board ? Students visited local power plant at Padubedri, Nandikoor ? Students visited Becco at Kaup</p>

Admission of Students	<p>The process of admission of students is not much complicated. The students are admitted to the courses through an interview of the candidates along with their parents/guardians. The selection of the students is made by the admission committee comprising of senior staff members headed by the Principal. The committee makes the scrutiny of the applications, and sorts them on the basis of Merit-cum Reservation Policy set by the Government of Karnataka. The institution does not fix any cut-off percentage for admission.</p>
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6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	the institution practiced e governance from the academic year 2019-20. Online admission processed has been introduced Online Submission of Application for Affiliation Virtual Meeting of IQAC Online Feedback
Administration	The institution get official circulars from the Department of Collegiate Education Affiliating University through mail and websites. College also furnishes the information through email
Finance and Accounts	Online submission of Salary Bills of regular employees to HRMS Govt. of India Online payment of PF/ESI Online submission of IT Returns
Student Admission and Support	Online Admission through University Developed Software Scholarship Application through National Portal covid 19- google form and website update
Examination	Online submission of Examination Application of the students Online submission of Internal Assessment Marks Publication of Results in University Website

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	SMT DURGALAXMI	CHOICE BASED CREDIT SYSTEM	GOKARNATHESHW ARA COLLEGE	136

		BA DEGREE PROGRAMME IN CORE ELECTIVE HISTORY	MANGALORE	
2019	RAGHAVENDRA GG	WORKSHOP ON B.COM SYLLABUS	ST. ALOYSIUS COLLEGE MANGALORE	136
2019	SANDEEPKUMAR SATHYAMUTHI	TRANSLATION THEORY IN PRACTISE NEW PERSPECTIVES	KARNATAKA GOVT COLLEGE TEACHERS ASSOCIATION KARNATAKA UNIVERSITY DHARWADA	400
2019	Dr RAMAKRISHNA UDUPA	SAMVARDHANAM	CANARA COLLEGE MANGALORE	350
2019	SMT GOWRI SHENOY	ENTERPRENUERS HIP -A STARTUP INITIATIVE	GOVT F G COLLEGE KAUP	300
2019	CHIRANJAN K SHERIGAR	ENTERPRENUERS HIP -A STARTUP INITIATIVE	GOVT F G COLLEGE KAUP	300
2019	SMT GOWRI SHENOY	CHALLENGES OF HIGHER EDUCATION TEACHER INITIATIVES	RAJYA MAHAVIDYALAYA SHIKSHAKA SANGA INCOLABRATION WITH MANGALORE UNIVERSITY AND NAAC	200
2019	Dr SUKANYA MARY J	HINDI BHASHA OUR ANUVADH KALA	MILIND KALA MADAVIDYALAY AURANGABHAD	2000
2019	SMT SHALINI	CHOICE BASED CREDIT SYSTEM	UNIVERSITY COLLEGE MANGALORE	136
2019	KARTHIK NAYAK	CHOICE BASED CREDIT SYSTEM B.COM PROGRAMME	SDP KATEEL	125

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2020	WORKSHOP ON E CLASS	WORKSHOP AUTOMATION	08/08/2020	16/09/2020	32	12
2019	WORKSHOP	WORKSHOP			76	12

	ON ONLINE COURCESS UNDER SWAYAM	ON ONLINE COURCESS UNDER SWAYAM	27/08/2019	27/08/2019	
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
FACULTY INDUCTION PROGRAMME	1	04/06/2020	01/07/2020	21
FACULTY DEVELOPMENT PROGRAMME	1	06/06/2020	09/06/2020	3
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	16	0	6

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
PF Free Medical Consultation at Adarsh Hospital Udupi Group Insurance	PF, ESI, Consultation at Adarsh Hospital Udupi	Annual Medical Check up, Consultation at Adarsh Hospital Udupi

6.4 – Financial Management and Resource Mobilization

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

While our institution conducts external financial audit regularly every year, by our auditor appointed by the Management internal audit is conducted by the departmental auditors periodically (once in 2-3 years). The responsibility of the auditors is to expenses an opinion on this financial statements based on audit. External audit is conducted in accordance with the standards on Auditing issued by the Institute of Charted Accountants of India. These standards require that the auditors comply with ethical requirement and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misrepresentation. The responsibility departmental auditors is mainly to see and satisfy themselves that rules and regulations set by the government are strictly followed in all the financial transactions conducted by our institution

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	NIL
No file uploaded.		

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	IQAC	Yes	IQAC
Administrative	Nil	IQAC	Yes	IQAC

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

Financial Support to the Deserving Students Plays important role in maintaining cordial relationship between the parents and teachers Helps to maintain good discipline in the Campus

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

1.Support Career advancement teaching and administrative staff 2. training for Computer Literacy 3.workshop on quality improvement strategy

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

Recommendation of Quality Enhancement by Peer Committee Recommendation1. Value Added need and skill based add on courses may be added - The Skill bases Tally course and value added course have been conducted in the academic year 2019-20 Recommendation 6. Academic and Green Audit may be introduced : IQAC conducted academic and administrative audit. steps have been taken to conduct green audit Recommendation 8. Computerized office is maintained

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	ORIENTATION ON ACADEMIC AND ADMINIST RATIVE AUDIT	14/08/2019	14/08/2019	14/08/2019	32
2020	STUDENT PROGRESSION AND PLACEMNET STRATEGY	23/01/2020	23/01/2020	23/01/2020	42

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES**7.1 – Institutional Values and Social Responsibilities**

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
GENDER EQUALITY	07/07/2020	07/07/2020	110	18

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

Percentage of power requirement of the University met by the renewable energy sources
Led Bulbs are used to reduced power consumption Encouragement to use bicycles to save energy

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	3
Ramp/Rails	Yes	3
Rest Rooms	Yes	3

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	27/07/2019	1	PREVENTION OF SOIL EROSION	1.CONSERVATION OF FERTILITY OF THE SOIL 2. AIR POLLUTION	52
2019	1	1	29/08/2019	1	conservation of water and aquatic Biodiversity	1. responsibility of community in conserving water resources	43
2020	1	1	15/07/2020	1	standard operating procedure for Covid 19	distribution of Mask	72
2020	1	1	24/06/2020	1	stitching of masks	wearing and dispose	16

						of mask	
2019	1	1	24/09/2019	1	COLLECTION TOWARDS FLOOD RELIEF FUND	CHIEF MINISTERS FLOOD RELIEF FUND	162
2019	1	1	29/08/2019	1	PLAY GROUND CLEANING	STORAGE OF WATER ON GROUNDS AND DRAINS OF THE COLLEGE, LEVELING OF GROUND	115
View File							

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

Title	Date of publication	Follow up(max 100 words)
CODE OF CONDUCT FOR STAFF PRESCRIBED BY THE DEPT. OF COLLEGIATE EDUCATION, AFFILIATED UNIVERSITY AND COLLEGE MANAGEMENT	19/06/2019	CIRCULARS MENTIONING THE CODE OF CONDUCT FROM THE THE DEPT. OF COLLEGIATE EDUCATION, AND AFFILIATED UNIVERSITY SEND THE CIRCULARS TO THE COLLEGE PRINCIPAL PERIODICALLY THE SAME IS CIRCULATED TO ALL THE FACULTY MEMBERS VIGILANCE DAY IS OBSERVED ON NOVEMBER 5TH
HAND BOOK FOR STUDENTS	19/06/2019	Regular follow up actions are being taken to maintain 10 points of Codes of conduct mentioned in the hand book . The mentors are maintaining the records of the conduct and behaviour of the students Promotion to the higher class is depending on the maintains of good conduct of the students. In case of any complaints the discipline committees of the college looks in to the mater and gives proper guidance to improve the behaviour and conduct Further president of the college Sri Sri Vishwapriya Theertha Swamiji gives the divine

blessings to the students
and faculty to maintain
ethical values

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
NATIONAL INTEGRATION DAY	03/02/2020	03/02/2020	294
Gandhi Jayanthi	02/10/2019	02/10/2019	245
COMMUNAL HARMONY DAY - SADHBHAVANA DEVAS	20/08/2019	20/08/2019	98
NATIONAL VIGILANCE DAY	05/11/2019	05/11/2019	26
INTERNATIONAL YOGA DAY	21/06/2019	21/06/2019	118
NATIONAL YOUTH DAY	11/01/2020	11/01/2020	331

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

LED Bulbs Minimizing the use of papers Protection of giant trees in the campus
Disposal of the Waste through Municipality Ban of Plastic bags

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice 1 : 'Sustainability and Green Practices' Best Practice 2 :
'Maulya Vardhana' - Promotion of Social values for contented life.

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

<https://specudupi.ac.in/wp-content/uploads/2021/11/Final-Best-Practises-1.pdf>

7.3 – Institutional Distinctiveness

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

Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust Provide the weblink of the institution in not more than 500 words Sri Poornaprajna Evening College, Udupi, was founded in the year 1966 by H.H. Sri Vibudhesha Teertha Swamiji of Sri Admar Mutt, Udupi who had made the welfare of society the mission of his life. Towards this end, he had opted for the field of education, in its entirety, to spread awareness in society. The establishment of Sri Poornaprajna Evening College is a visible fruit of his foresightedness and ardency 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. The 'Vision and Mission' mirrors the objects and ideals of the College which are encapsulated in its motto Amritam Tu Vidyah (education has no end). This college has been imparting quality education to aspirants for the last 53 years, without consideration to their caste, creed or social status. 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. Because of this, students pursuing courses like C.A. and C.S. prefer our Evening College. 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. Despite the existence of many Government Colleges in the neighbourhood offering B.A. courses almost free, our college has been able to maintain its student strength for this course. Though the government has suspended appointing teaching faculty in recent years, the Management is promptly filling vacant posts from its own resources in a manner that guarantees sustenance of quality of education in the college. In the matter of enrolment of students, the institution does not impose any cut off marks for eligibility for admission. Needy students get financial assistance from the President of the College Management at the time of their admission.

Maintenance of gender equality is another distinctive feature of the functioning of our Management. . The only criterion for the faculty appointment is eligibility of the candidates.

Provide the weblink of the institution

<https://specudupi.ac.in/wp-content/uploads/2021/11/7.3.1Institutional-Distinctiveness.pdf>

8.Future Plans of Actions for Next Academic Year

Blended Mode of Learning: Due to Covid 19 the affiliating university issued guidelines to introduce blended mode of learning from the academic year 2020-21. We follow the same. For the purpose of online classes the institution will provide necessary facilities to all the faculty members. An orientation programme will be conducted before the beginning of the academic year when the Govt. gives permission to conduct the off line classes that also will be followed.

Development of E- Content facility: The department of collegiate education has directed the colleges to prepare the video contents of lectures in its circular dated 04.05.2020. So the demand is placed before the college managing committee to provide E- Content development room to prepare video contents of the particular subjects.

Green Audit : Sustainability is our goal. In order to keep our campus clean and healthy we have decided to conduct green audit in the year 2020-21. Our campus is already eco-friendly with giant trees. Still to upgrade the environment in and around our institution we will conduct green audit. A committee for this purpose will be created with a faculty member as the coordinator. The objective is to minimize air pollution and save water.

Faculty Empowerment Programme: As the part of teaching and learning, we have decided to conduct Faculty Development Programmes like workshop on online teaching and webinars. Further the faculty members will be permitted to attend UGC recognized Faculty Induction Programmes and refresher courses. The teachers will also be permitted to attend workshops and seminars conducted by affiliating University and others institution by providing OOD facility.

Paper Less Office: In the coming year we will try to minimize the use of papers by using technology for admission, governance, IQAC work and examination related works. The administrative staff will be trained to use digital technology for office work. The faculty members will be encouraged to follow online teaching and to send the study materials to Google class rooms. Our objectives to minimize the use of papers as far as possible to save natural resources.

Strengthening of Counselling Cell: the college counselling cell will be strengthened by focussing on the following issues. 1) Personal counselling sessions will be conducted by the

mentors for the academic, social and personal problems of the students. 2)
Creation of commerce lab and strengthening of Language Lab. Commerce stream of our college is in high demand because of the employment opportunity in business organizations. So we have planned to create a commerce laboratory wherein students practise their theoretical knowledge gained in the class room. It will be used to conduct mock commerce and business activities. The objective of the creation of the commerce lab is to improve employability of the students. Presently, we have 10 users in the Language Lab. In the coming year we have the plan to upgrade it to 10 users. So at a time 20 students can access the facility.