



SELF STUDY REPORT

FOR

4th CYCLE OF ACCREDITATION

SRI POORNAPRAJNA EVENING COLLEGE, UDUPI

POORNAPRAJNA CAMPUS, VOLAKADU, UDUPI

576101

www.specudupi.ac.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

February 2024

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

The Schools, Colleges and Universities are student Centered Institutions. These exist to shape Nation's young ones physically and spiritually. Shapers are to be selected very carefully. They must have the required competence, dedication and patriotism. A nation's future can be shaped only through shaping the young ones of the nation. Spiritual, mental and physical aspects of human beings shall be treated with equanimity and understanding.

-H.H Sri Sri Vibhudesha Theertha Swamiji, Founder President, USAMEC

Sri Poornaprajna Evening College was established by His Holiness **Sri Sri Vibudhesha Theertha Swamiji of Sri Admar Mutt, Udupi** in November 1966. This institution of higher education is managed by **Udupi Sri Admar Matha Education Council, Bangalore**, which has promoted **39 educational and research institutions across the country including Poornaprajna Institute of Scientific Research**. With the guidance from **His Holiness Sri Sri Eeshapriya Theertha Swamiji**, the current *President of Udupi Sri Admar Mutt Education Council*, and support from the College Management Committee, the college has emerged as a successful institution of higher education.

Like all other educational institutions managed by Udupi Sri Admar Mutt Education Council, the college is inspired by "Sri Madhwacharya," who enriched India's spiritual heritage with his Dwaitha Philosophy.

This college was designed to meet the long-felt need for college education in the evening hours, as reflected in the institution's motto "**Amritam tu Vidya**" (Education is a continuous process) incorporated in its emblem. Our college is the second evening college (Aided) in the State of Karnataka and the only evening college in the District of Udupi accredited by the NAAC.

The institution fosters an equal learning environment and offers opportunities for students to earn while learning. The college assists professional students of CA and CS to pursue their professional courses during the day while continuing their degree education in the evening.

The college has a diverse student base, including working-class, professional students, married women, and retired civil personnel. There is no age restriction for seeking admission to the evening college. The institutional inclusiveness and commitment to societal welfare reflect well in its functioning. The institution nurtures its students to become patriotic, value-centered, ethical and contribute to the development of the country.

The institution envisions a comprehensive approach to the overall development of students, fostering an environment that goes beyond academic achievement to nurture well-rounded personalities ready to excel in a dynamic world.

The College offers a flexible learning environment to the aspirants and has completed **3 cycles** of NAAC

assessment.

Vision

"To evolve as a centre of excellence offering Modern Education blended with ethical values and societal responsibilities to empower the younger generation for an enlightened society".

Mission

- Inculcating scientific temper and innovative spirit in Teaching-Learning
- Enabling spiritual, ethical and social values in education
- Cultivating social responsibility among the stakeholders through extension activities and service to mankind
- Collaborating with all the stakeholders in serving mankind with a never-ending thirst for education
- Enhancing the competencies of the students to help them become career-oriented and realise the full potential and possibilities of life.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- The continued legacy of deeply rooted cultural and ethical values in our visionary founder **Sri Sri Vibhudesha Theertha Swamiji**.
- The well-acclaimed '**POORNAPRAJNA**' brand is recognized as a prestigious institute of higher learning.
- **Democratic and supportive management** who are socially committed with **39** established academic and research institutions in various parts of the country.
- Location of the college that is strategically situated providing all required facilities and is a healthy, calm and serene environment to learn at, attracting more students.
- The institution caters **60%** of students belonging to backward communities and **8%** of which belong to the fishermen community.
- Continuous and vibrant performance of students in academics, cultural and sports activities resulting in more than **15** overall championships and **144** Team/ Individual awards in cultural fests.
- Fully aided and permanently affiliated to the Mangalore University with 2(f) 12 B status.
- Highly qualified and committed faculty members competent to cater to the needs of students of which **49%** have PhD and NET/SLET.
- **31** Certificate courses/ Value added courses that enhance skills among the young minds.
- **16** functional MOUs for quality enhancement and sustenance.
- Student active participation in Sports, NCC, NSS and association initiatives resulting in **184** extension

programmes.

- A plethora of scope for the development of value based skill sets through academic and extra-curricular activities.
- An average **91%** Academic Results and **51%** progression records.
- Highly cooperative sister institutions that provide opportunity for an optimum use of the facilities.
- Well furnished computer labs, computerized library with print and digital resources.
- **E-governance** has been adopted in all areas of administration.
- Hostels with separate blocks for male and female students.
- Gender sensitivity, equity, and empowerment of women are the key priorities of our institution.
- **Increase in women taking admissions to the college and an average 35%** of the students are women in five years, which is quite exemplary to an evening college.
- High degree of discipline with a stress on imbibing values of life, thus motivating the students to become responsive and responsible.
- Student-friendly academic atmosphere providing scope for healthy interaction.
- **06** Newly appointed regular faculty members against the sanctioned posts by the Government.

Institutional Weakness

- Initiating offline classes beyond scheduled college timings is difficult due to the distant commuters. Hence, the college timings become rigid for them.
- Inability to hold co-curricular programmes beyond class hours regularly due to college schedules.
- No autonomy in Curriculum Planning and traditional degree programmes becoming unattractive.
- Lack of UGC and state government grants for infrastructure development, and research.
- Faculty enrolling for PhD and publishing in standard journals must be enhanced.

Institutional Opportunity

- Implementation of the National Education Policy (NEP) - 2020 has provided an opportunity to be an institution to innovate, that attracts students to opt multiple degree simultaneously.
- Initiating collaborations with industries to conduct training programs that imbibe the skills required for employees. Industry-Academia Collaboration through MOUs.
- Re-enforcing the Alumni network is another opportunity that enhances the avenues of college to reach every sphere of society.
- Strengthening of Alumni-Mentoring for the collective growth of the institution.
- There is enough space to foster the start-up ecosystem and improve academic and research linkages.
- Wide scope of the introduction of compulsory Internships of more duration during the day hours.

Institutional Challenge

- Decline of strength for humanity courses.
- Preparing the college ambience towards effective implementation of NEP at all levels.
- Requirement of research and innovation practices supported by the curriculum.
- Diversity of students in terms of language, culture, and socio-economic background and their varied educational requirements.
- Inclination towards Professional Courses making traditional courses unattractive.

- Reluctance among students to take up campus placement opportunities as they are already in some jobs.
- Inconsistency in the academic calendar of the parent University due to the global pandemic and influencing societal issues.
- Mobilisation of financial resources to augment the learning environment.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The institution recognizes education as an ongoing process. Through our initiatives and programs, we enhance the learning environment for individuals unable to pursue daytime education for various reasons. As an evening college primarily catering to a diverse student population enrolled in professional courses, meticulous curriculum planning and deployment are essential to meet the unique educational needs of our students.

- Being an affiliated college to **Mangalore University**, we follow the scheme and syllabus prescribed by the University. We offer **02 Undergraduate and 01 Postgraduate** programmes under the NEP Module.
- The IQAC prepares the institutional academic calendar in accordance with the University Calendar.
- ICT tools are utilized in teaching besides traditional chalk and talk approach to make the teaching-learning process more engaging and interactive. Documents such as Teacher's Work Diary, IAE Records, CC&EC Records, Assignments, Project Work, Attendance Register, Question Banks, etc. aid in the concrete documentation of the curriculum.
- The Continuous monitoring and reviews are in place to ensure adherence to the academic calendar and CIE conduct.
- Teachers at the institution actively participate in the Board of Studies, setting question papers, designing and developing curriculum and contribute significantly to the assessment and evaluation process of the affiliating university.
- To bridge the curriculum gap and industry expectations, **31 Add-on Courses** have been offered focusing on the employability and skill development of the students.
- The college has introduced the compulsory internship as a part of evaluation in the year **2022-23**, despite it not being mandated by the University.
- Experiential learning was facilitated through project work, fieldwork, and internships. **52** students have completed their internship in various firms and about **261** students have taken part in industrial visits, field visits and social surveys during the latest completed academic year.
- The institution integrates cross-cutting issues such as Professional Ethics, Gender, Human Values, Environment, and Sustainability in the curriculum and its extension activities. The issues occupy a significant space in the curriculum, making a positive impact on learners. This enables students to lead a purposeful and righteous life.
- The institution has implemented a robust feedback mechanism for the curriculum, which effectively collects and analyzes feedback from all stakeholders. The necessary actions for improvement have been promptly taken and are readily accessible on the institutional website.

Teaching-learning and Evaluation

The institution has put forth its efforts in ensuring equity, access to students from varied backgrounds and wide opportunity to '**Earn while learn**'.

- The Institution ensures the enrolment of students through a well-structured, fair, and transparent admission process. The Karnataka State Reservation Policy is followed to allocate seats for the reserved categories.
- The institute takes every possible effort to identify and address the diverse needs of students in order to improve the teaching-learning experience. This includes catering to the needs of both slow and advanced learners. An ideal mentor-mentee ratio of 28:1 is maintained to address any academic or other related issues of the students.
- To enhance student learning experiences, teaching methods have been made more learner-centric. Methods such as experiential learning, participative learning and problem-solving are used. Bridge courses are conducted at the beginning of the academic year.
- Experiential learning through internship, industrial visits, field visits, Student Faculty, Certificate courses, Business Day, visits to Historical monuments, EDC Bulletin etc.
- Participative learning activities include the celebration of Greenovation Week, NSS camp, Paryaya Karaseva, voting campaign, Swachh Bharat rally, Tiranga rally, radio talks, and outdoor classes.
- Problem-solving methods include group discussions, case study analysis, model making, field surveys, debates, quizzes, collage-making competitions, beach cleaning, and poster making.
- The college has 06 classrooms with ICT Facilities, Language lab, Commerce lab and AV room to facilitate effective learning.
- 100 % of faculty posts are sanctioned according to the workload.
- The Programme and Course outcomes for all Programmes offered by the institution are stated and displayed on the website and communicated to teachers and students, relentlessly striving to accomplish the academic goals and institutional ideals.
- On an average **49%** of the faculty members have cleared N.E.T, K.SET and PhD.
- **52** of alumni have cleared CA. final examination during the assessment period.
- **103** of our students have cleared CA/CS/CMA foundation and executive examination during the latest completed academic year.
- The institution follows the time-bound grievance redressal system for addressing the examination issues and students can report grievances through online and offline.
- Quality teaching at the institute is evidenced by **91%** average pass percentage in all streams and **51%** of students progressing to jobs and higher studies.

Research, Innovations and Extension

Besides the teaching-learning process, the institute encourages and supports research, innovation, extension, and collaborative activities through various initiatives.

- **Dr. Prajna Marpally**, an esteemed Assistant Professor in the Kannada department, exemplifies the institution's dedication to research excellence, having received a research grant from the **Government of Karnataka**.
- Enriching the academic landscape, the institution organized **25 workshops** on research methodology, Intellectual Property Rights (IPR), Entrepreneurship, and skill development, fostering knowledge exchange and skill enhancement.
- The scholarly endeavours of the institution are reflected in **13 articles published in UGC CARE listed journals**, showcasing the quality and relevance of its research output.
- Further expanding its academic impact, **21 articles are published in journals with ISBN numbers**, emphasizing the institution's commitment to disseminating knowledge through recognized channels.
- The intellectual capital within the institution is evident through **19 books** authored and published by

esteemed faculty, contributing significantly to the academic discourse.

- Fostering a spirit of innovation, the Entrepreneurship Development Cell with an MOU with **ATAL INCUBATION CENTER, NITTE** serves as a hub for nurturing entrepreneurial ideas.
- Innovation is further supported by a Commerce Computer Lab designed to create a dynamic ecosystem among students.
- Strengthening collaborative ties, the institution proudly embraces **16 functional Memorandum of Understanding (MOUs)** strategically devised for the comprehensive development of both students and teachers.
- Adding vibrancy to campus life, the Entrepreneurship Development Cell (EDC) publishes a **weekly bulletin featuring inspiring entrepreneurial stories and quotes**, creating a motivational space for students.
- Beyond academia, the institution actively engages in **collaborative activities** aimed at the development of the neighbourhood community, embodying a spirit of social responsibility.
- **184 extension and outreach programs**, initiated by various cells and departments, are conducted for the well-being of students and the public, embodying the institution's commitment to societal welfare.
- A total of **572** units of blood were collected from 5 blood donation camps during the assessment period.
- The institution's exemplary efforts have earned recognition from various government and non-government organizations.

Notably, the institution's **AROMA Business Day** not only fostered business ideas among students but also reaped substantial profits, reflecting its impact and success in nurturing entrepreneurial spirit.

Infrastructure and Learning Resources

Envisioned by the founder for the overall development of students through the integration of academic and co-curricular activities, the facilities are designed to cater to academic and non-academic progress.

- The college is spread over a Green campus of **5.98** acres.
- The College utilizes **12 classrooms** of which **06** are equipped with LCD and **05** are enabled with Wi-Fi facility.
- The classrooms are well-ventilated, spacious and have adequate furniture. There are **03** staff rooms- 01 for Humanities and Languages and **02** for Commerce UG and PG section.
- The college has **37** computers in total, out of which **25** computers for the students use with the **1:21** ratio.
- The internet connection is available with **200 mbps** bandwidth with Wi-Fi facility.
- The Library and Information Centre of the college has OPAC system, partially automated with **EasyLib ILMS** and remote access to N-LIST which provides 6,000+ e-journals and 6,00,000 e-books, besides having 29,900 books.
- The college also has an air-conditioned **Audio-Visual Room** and 02 ICT enabled Seminar Hall with a seating capacity of 150 and 400 respectively.
- In order to promote sports and culture among the students, the college provides indoor and outdoor sports and games facilities with essential requirements.
- Well-equipped gym with cardio instruments and accessories is made available for the benefit of the students.
- Facilities for outdoor games include badminton, volleyball and throwball. Indoor Badminton court to supplement outdoor play areas.
- The college has separate rooms for NSS, Counseling and Statutory Cells.

- Besides, our infrastructure is also utilized for the conduct of **ICAI Conclaves, Valuations of the affiliated University, NEET, KEA, KPSC** examinations.
- **Poornaprajna Auditorium** is utilised for various cultural and traditional programs with 1,500 seating capacity.
- A Policy for maintaining and utilizing physical, academic and support facilities is in place with need-based repair and maintenance by service providers for maintaining such facilities on the campus.
- The Management of the college makes sufficient financial outlay for infrastructure development and enhancement of ICT and internet facilities time-to-time.

Student Support and Progression

As students are the main focus of the institution, we take proactive steps to ensure their progress and support them in all their endeavours. The institution has a well-established system in place for student-support services, mentoring, and progression, which is complemented by good faculty leadership and broad-based institutional commitment.

- Meritorious students are provided with several scholarships by the Government, and in addition to this, endowment scholarships and prizes are also awarded by the Management, Alumni, staff club, and other Non-Governmental Agencies to financially assist deserving and needy students.
- **50%** of the students are benefitted with NSP, SSP and other government scholarships and fee concessions.
- Scholarship extended by **Sri Vishwapriya Theertha Swamiji, Ananda Tulasivana Trust** and **Staff club** of the college has also facilitated the needy students to meet their educational expenses.
- To hone the skills of the students, several capacity-building and skill enhancement initiatives focused on Soft skills, Language and communication skills, Life skills, ICT/Computing skills along with guidance for competitive examinations and career counselling are provided by the institution to enhance the competencies and employability of the students.
- The Training and Placement Cell of the college has taken an inclusive measure to orient the students on their career path and prepare them for the competitive exams. **45%** of the students have cleared competitive exams.
- A transparent mechanism exists for timely redressal of student grievances, including sexual harassment and ragging cases. Various statutory cells are in place to amicably investigate such issues.
- Our Institute has an active **Student Welfare Council** that provides a platform for students to organize various activities and events. This helps in promoting their holistic development and leadership qualities. The council encourages students to take up leadership roles and engage in administrative, co-curricular, and extra-curricular activities by following established processes and norms.
- The remarkable accomplishments of our students in various sports, cultural competitions, and other events have brought great honour and pride to our institute. The multitude of cultural and sports activities organized for our students help to keep the campus lively and vibrant with engaging events. During the assessment period, our students have earned a total of **156** individual and team awards and medals in sports and cultural events.
- The progression to the job and higher education at our college is **51%** which depicts the employability and feasibility of the programmes offered.
- There is a registered alumni association and it is an integral part of the college and the wholehearted support of the members has positively assisted the institution to progress academically and non-academically.

Governance, Leadership and Management

Participative Management and Decentralisation are evident across various levels of administration within the **Udupi Shree Admar Mutt Education Council**, a society registered under the Karnataka Societies Registration Act.

- The Education council was established in **1962** by the visionary Saint **His Holiness Shree Vibudhesha Theertha Swamiji of Shree Admar Mutt**, the council aims to contribute to the nation by providing quality education to the youth by setting 39 institutions across the country. The emphasis is on shaping the minds of youth physically and spiritually, instilling a sense of patriotism and respecting the dignity of labour.
- **The Governing Body of the Udupi Shree Admar Mutt Education Council**, consistently led by the revered Swamiji, consists of eminent educationists, scientists, industrialists, and administrators. This body is dedicated to ensuring excellence in teaching and learning within the Poornaprajna Educational Institutions.
- One such institution under this council is SPEC, established in **1966** as the *Second Evening college* in Karnataka and the first in the coastal region. SPEC has successfully blended modern education with traditional values for **57 years**, aligning with the founder's vision.
- The college has a diverse student base consisting of **fishermen (8%)**, working men and women, students aspiring for professional courses (**60%**), married women, and retired army personnel who aspire to continue their education during evening hours.
- **E-Governance** has been adopted in all the areas of administration.
- The college supports the professional development of its staff by arranging seminars, conferences, workshops, and refresher courses. Financial assistance and on-duty leave are provided to enable staff to attend academic programs.
- Training on **NET/KSET** is organised for members of the staff and PG students annually.
- **The Staff Club** works for the welfare of staff and the college provides the financial support to attend conferences/workshops. The staff members are provided with statutory welfare measures.
- Professional development/administrative training programmes have been conducted. **82%** of faculty members have undergone Faculty Development Programmes
- Internal and external financial audits are conducted periodically
- The Internal Quality Assurance Cell (IQAC) seeks to enhance the institutional standards and upscale the quality of the academic processes of the Institution.
- **The IQAC** has implemented the recommendations made by the **NAAC Peer Committee**.
- **The IQAC** analyses feedback for improvement, participated in **NIRF** during 2023-24 and conducts **Academic and Administrative Audits**.

Institutional Values and Best Practices

As a co-educational institution, we strongly believe in promoting inclusivity, equality and dignity to ensure a safe, conducive and progressive environment for learning and growth. We make every effort to provide our campus community with an atmosphere in which education can be pursued freely and fearlessly.

We are mindful that gender equality is a human right and have taken proactive measures to ensure gender equity and sensitivity on our campus. To this end, we provide facilities such as common rooms for girls, housekeeping staff, security guards, common restrooms, and counselling services.

- Sensitization of students on gender equity is ensured in the creation of facilities, co-curricular and extracurricular activities. Several activities such as **Men's Day, International Women's Day, have been organized to promote gender equity for the last five years.**
- **Women Principal, Women Office superintendent , Women Students Welfare officer, Women Student Council President and Women Class Representatives** reflect the equal opportunities given to them
- Facilities for the alternative sources of **energy-LED bulbs and power efficient equipment** have been installed. An Energy Audit has been conducted.
- Sign Boards on save **Energy, save water, clean & green campus** across the campus enhances the sense of responsibility.
- Water conservation measures such as **Rain Water Harvesting, open well recharge, construction of water tanks, creation of water bodies and distribution systems** have been implemented.
- The College has an efficient arrangement for the disposal of waste. **MOU had been made for disposal of Wet waste ,E -Waste, Paper waste & sanitary napkins.**
- Plastic Free Campus promotes non-usage of single-use plastic items.
- Greenery in the campus is maintained by the **Green Policy and regular conduct of Green Audit.**
- Each year, we plant saplings and ensure their well-being. Environment conscious initiatives like **Cycle Rally, Beach cleaning, Class with nature, Vanamahosthva, Nati Karyakrama, Kesard Onji Dina Vasudha Vanadana, pond cleaning, are done.**
- Campus has QR code-enabled labeling and the making of a Digital Garden designed by Poornaprajna College, a sister concern of ours.
- All the buildings of the Institution are **disabled-friendly with ramps and washrooms.** The college **website is disabled friendly.** There is a defined policy for the same.
- Display boards on keeping campus clean and signposts to **save water, save Energy, are used along with the pedestrian-friendly pathways,** this ensures sense of responsibility towards Environment and society
- **Nivedana, Spandana, Business Day and Greenovation Week** are the Best Practices identified.
- **'Miracle Forest challenge' – MIYAWAKI FOREST** “- Awareness session was done by Green Crusader Mr.Mahesh Shenoy.
- **Vishwarpanam** is a unique programme organized under the aegis of the Admar Mutt. It aims at instilling values and nationalist sentiment.
- **Presenting clay crafts** to resource persons, not only promotes local pottery but also fosters awareness and socio-economic responsibility.
- **Graduation Day by worshiping Goddess Saraswathi,** which shows the institutional commitment to the value-centric educational approach.
- College nurtures & celebrates diverse cultures & traditions.
- The College celebrates **National and International commemorative days.**

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	SRI POORNAPRAJNA EVENING COLLEGE, UDUPI
Address	Poornaprajna Campus, Volakadu, Udupi
City	Udupi
State	Karnataka
Pin	576101
Website	www.specudupi.ac.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Sukanya Mary J	0820-2520743	9448262319	-	sppecudupi@gmail. com
IQAC / CIQA coordinator	Vinayak Pai B	-	9632300545	-	vinayakpai@specu dupi.ac.in

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Evening

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	

State	University name	Document
Karnataka	Mangalore University	View Document

Details of UGC recognition		
Under Section	Date	View Document
2f of UGC	01-04-1981	View Document
12B of UGC	01-04-1981	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Poornaprajna Campus, Volakadu, Udupi	Urban	5.98	2.69

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Arts,	36	II PUC	English,Kannada	50	17
UG	BCom,Commerce,	36	II PUC	English	90	71
PG	MCom,Commerce,	24	Bachelors Degree in B.Com or BBA	English	60	22

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				2				10			
Recruited	0	0	0	0	1	1	0	2	5	1	0	6
Yet to Recruit	0				0				4			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				10			
Recruited	0	0	0	0	0	0	0	0	5	5	0	10
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				12
Recruited	1	1	0	2
Yet to Recruit				10
Sanctioned by the Management/Society or Other Authorized Bodies				9
Recruited	7	2	0	9
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				2
Recruited	2	0	0	2
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/ LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	1	0	1	1	0	3
M.Phil.	0	0	0	1	0	0	0	0	0	1
PG	0	0	0	0	0	0	4	0	0	4
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/ LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	5	5	0	10
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	1	0	0	1
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	4	3	0	7
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	3		0		3

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	55	2	0	0	57
	Female	31	0	0	0	31
	Others	0	0	0	0	0
PG	Male	13	0	0	0	13
	Female	9	0	0	0	9
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Category		Year 1	Year 2	Year 3	Year 4
SC	Male	11	12	10	12
	Female	8	5	6	8
	Others	0	0	0	0
ST	Male	14	10	10	10
	Female	2	1	0	2
	Others	0	0	0	0
OBC	Male	228	213	188	188
	Female	134	138	115	110
	Others	0	0	0	0
General	Male	179	176	168	136
	Female	75	84	81	61
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		651	639	578	527

Institutional preparedness for NEP

<p>1. Multidisciplinary/interdisciplinary:</p>	<ul style="list-style-type: none"> • The NEP 2020 is a game changer as it extends a multidisciplinary approach to the curriculum. Karnataka State is the first State in the country to implement NEP -2020 and being an affiliated college of Mangalore University, the Module and the syllabus are designed by the University. • The institution has appointed a Nodal Officer at the institutional level to monitor and review the courses offered and oblige the guidelines issued by the affiliating university from time to time. • Our college offers two UG Programmes, and offering multidisciplinary courses is challenging. The Nodal Officer after the discussion with the IQAC and HODs, have designed the action plan in this regard. •
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	<p>As per the instructions of the affiliating University, students have the option to choose one open elective paper of their choice from another stream. • All the B. Com students can opt for any open elective papers offered by the Department of Humanities, Languages and Physical Education. • Option to Choose and learn any Two Languages offered (Hindi, English, Kannada, and Sanskrit are offered) • The B.Com Programme being a mono-discipline programme offers the subjects having credits. BA programme being offered with Three disciplines during the first Four semesters namely, history, sociology and economics. Any two can be selected as a discipline core. • Our institution enjoys the privilege of being an evening college in envisioning the modules of NEP, in terms of facilitating students opting for multiple entry and exit from other institutions. • The institution has conducted several extension programmes in nearby Pre-University Colleges on NEP -2020, modules, courses to educate the students and the community who are entering the HEIs. Our faculty members have participated in NEP related seminars, workshops and have contributed their valuable suggestions while the NEP was in the draft stage. • The institution encourages students to enrol for Online MOOC Courses in the Swayam platform for a better learning experience. Subjects such as the Indian Constitution, Environmental Studies, Digital Awareness, Financial Inclusion and other life skill-related courses also are offered.</p>
2. Academic bank of credits (ABC):	<p>The college is affiliated with Mangalore University which assures the implementation of ABC at the university level. As per the instructions of the affiliating university, having the ABC ID is mandatory and students need to create the ABC ID in a Digi locker and the same needs to be registered in the UUCMS portal of the Government of Karnataka to receive the statement of marks in digital form. The institution has already created awareness among the students, and many students have successfully created the ABC ID.</p>
3. Skill development:	<p>The NEP 2020 emphasises more on inclusive development through skill enhancement. The Model Curriculum includes Ability Enhancement courses and skill Development Courses in its curriculum structure. The college abided to offer a curriculum that integrates skill enhancement courses such as</p>

	<p>Digital Fluency, Artificial Intelligence, Financial literacy, Problem-solving, Entrepreneurship, professional communication, Cyber security and Cultural awareness in the first three years of a Bachelor's degree. Moreover, the National Skills Qualifications Framework (NSQF) is considered while offering skill development courses in the syllabus for different semesters. The level of skills as per the NSQF is reflected in the certification in multiple entries and exit systems of NEP. The college also has a practice of training students through various programmes conducted through the Placement and Career Counselling Cell of the college.</p>
<p>4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):</p>	<p>The college administration promotes the inclusion of Indian Knowledge in the curriculum. The college encourages learning of the mother tongue by the students. The college offers Kannada, English, Hindi and Sanskrit as languages and the students are free to opt for any TWO of these languages as Ability enhancement courses during the first four semesters. The college magazine 'Sandhya Rashmi' has been encouraging the students to write articles in varied languages such as Kannada, English, Hindi, Konkani and the regional language Tulu. The faculty members have been taking an active part in the propagation and development of Indian-based cultures through their activities and publications. The same are made available to the students of the college. The curriculum also focuses on concepts like Ancient Indian history, Civilizations, Indian culture, Yoga, and Indian ethos, and early inscriptions to create awareness about Indian knowledge. The University has prescribed a course on the 'History and culture of Tulunadu, which helps students to obtain knowledge of the historical roots of the Undivided South Canara region. Apart from this, the college has an Archaeology Museum (Developed by Poornaprajna College, a sister concern) that displays the local artefacts and culture. The History Department organizes programmes that promote local as well as national culture. It offers "Prakrith" as one of the Certificate Courses. Various guest talks and archaeological site visits are also frequently organised. The college is offering a certificate course in Konkani Language (State Language of Goa) jointly with Konkani Adhyayana Peeta of Mangalore</p>

	<p>University. All of the above initiatives reflect institutional measures in popularising Indian Languages and bringing a sense of universalism. The Students and faculty members have an opportunity to attend the unique series of talks organised by the parent council of the college "Vishwarpanam" which focuses on specialised topics on Indian Ethos, Indian way of living and culture. The Cultural Association of the college trains the students on Yakshagana and other traditional dance forms such as dandiya, Manipuri etc. This exemplifies the inclusiveness and develops the sense of sovereignty amongst the students.</p>
<p>5. Focus on Outcome based education (OBE):</p>	<p>The college offers 03 programmes across Arts and Commerce disciplines along with languages as a part of ability enhancement. All these programmes are offered as outcomes-based education (OBE) programmes that impart the knowledge required at regional and global levels. The courses are designed in such a way that they increase disciplinary knowledge, self-learning, moral and ethical awareness, and develop communication skill, problem-solving techniques, reflective thinking capacity, and problem-solving capacity. The cognitive abilities of the students are also enriched through these programmes offered by the college. The program outcome and course outcome are mentioned in the syllabus so that the students ultimately get an idea about the significance of studying the programme. An awareness among the students has been created, about the program and course outcome. The majority of the students opting for evening college for studies have also opted for professional courses such as CA, CMA, CS etc and the rest are employed in organised and unorganised sectors. Therefore, the outcome of the courses offered is focused and will supplement the student's requirements.</p>
<p>6. Distance education/online education:</p>	<p>The global pandemic i.e. the COVID-19 pandemic, has created a platform to impart education in an online mode. The college efficiently handled the classes, assignments, student seminars, and parent-teacher meetings on the digital platforms. The faculty members extensively use digital technologies to conduct online classes and provide digital content as study materials to the students through Google Classroom. The college has a YouTube channel and</p>

unlimited storage facility in Google Workspace through Institutional subscription. The college encourages students and faculty members to enrol for MOOC courses under the SWAYAM platform as well. The College Management Committee extends all the support to faculty members to enrol for professional development programmes. Being an Evening College, students who enroll for regular courses will get an opportunity pursue dual degrees in online mode or to engage in short-term courses.

Institutional Initiatives for Electoral Literacy

<p>1. Whether Electoral Literacy Club (ELC) has been set up in the College?</p>	<p>Established in 2018, the Electoral Literacy Club operates collaboratively with various cells within the institution, actively fostering constitutional responsibility among the student community. Under the leadership of the Principal serving as the Chairperson, a dedicated faculty member assumes the role of Coordinator, and two students are appointed as Campus Ambassadors. Membership is inclusive, encompassing all students currently enrolled in the institution. The overarching goal of the club is to assertively sensitize the student community on democratic rights, particularly emphasizing the crucial act of casting votes in elections.</p>
<p>2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?</p>	<p>The institution has appointed a staff coordinator along with student representatives to enhance the functional efficiency of the Electoral Literacy Club (ELC) at the institutional level. The club is dedicated to realizing the following formalized objectives: 1. Promotion of Voter Registration: To enlighten specific populations about the significance of voter registration and elucidate the intricacies of the electoral process. 2. Dissemination of Comprehensive Information: To provide accessible and comprehensive information pertaining to electoral rights and responsibilities. 3. Cultivation of Active Participation : To cultivate a culture of active electoral participation through the organization of awareness campaigns, poster-making initiatives, essay writing events, celebrations on National Voters Day, and interactive sessions with experts. 4. Assistance in the Registration Process: To actively assist individuals not yet registered as voters in</p>

	<p>completing the registration process, with support from the District-level Systematic Voters' Education and Electoral Participation (SVEEP) Committee. 5. Emphasis on Individual Impact : To convey the profound significance of an individual's single vote in shaping the democratic process. 6. Advocacy for Collective Participation : To illustrate how collective participation serves to fortify the foundational principles of democracy. These structured objectives underscore the club's commitment to fostering awareness, understanding, and active engagement in the electoral process among the college community.</p>
<p>3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.</p>	<p>1. Faculty members exhibit commendable enthusiasm in fulfilling their responsibilities during election duty, thereby cultivating a positive impact on students who are encouraged to actively participate in the democratic process and celebrate the festival of democracy. 2. In the academic year 2022-23, particularly during the Karnataka Vidhana Sabha Assembly Election, our students voluntarily initiated an awareness campaign by visiting numerous colleges. A substantial number of over 1,500 students were engaged in sessions addressing topics such as constitutional rights, the process of casting tender votes, and the utilization of the 'Know Your Candidate' application. 3. Mr. Mahesh, an M.Com student from our institution, actively contested in the Grama Panchayath Election, serving as a motivating force within the student community on the significance of exercising their voting rights. His exemplary statement, "It is not the financial resources required to contest in an election, but rather the sense of responsibility to lead by example," resonates as a testament to his commitment. 4. The Electoral Literacy Club (ELC) has successfully completed the enrollment process for Voter Registration, with a specific focus on bachelor degree holders and faculty members, particularly for the South-West Graduates and Teachers Constituency.</p>
<p>4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.</p>	<p>1. Constitution Day, National Voter Day is Celebrated to develop a sense of civic engagement. 2. Rallies in association with District Administration 3. Poster Making, Collage Competitions. Essay and Elocution events are organised. 4. Quizzes on voters' rights, EVMs and the voting process. 5. Our students participated and secured prizes in Taluk-level and District-level ELC competitions organised by the</p>

	<p>Statutory authorities to promote voter literacy. 6. During the Karnataka Legislative Assembly election, our students conducted the Voter's Awareness Drive. They visited 10 colleges and addressed about 1,500 new voters on their rights and duties.</p>
<p>5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.</p>	<p>1. Students above the age of 18 years age are cultured to be registered voters by Voter Helpline App. 2. ELC organizes Voter's Registration Drives regularly in the college in association with District Administration and the students who have not yet registered actively register in electoral rolls through the Voter Helpline App. 3. The senior ELC volunteers assist the students on a technical ground while registering in the portal.</p>

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
527	578	639	651	631

File Description	Document
Upload Supporting Document	View Document
Institutional data in prescribed format	View Document

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 19

File Description	Document
Upload Supporting Document	View Document
Institutional data in prescribed format	View Document

2.2

Number of teaching staff / full time teachers year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
19	21	19	19	18

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
40.51	15.48	10.25	18.80	29.00

File Description	Document
Upload Supporting Document	View Document

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1

The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

The institution recognizes education as an ongoing process. Through our initiatives and programs, we enhance the learning environment for individuals unable to pursue daytime education for various reasons. As an evening college primarily catering to a diverse student population enrolled in professional courses, meticulous curriculum planning and deployment are essential to meet the unique educational needs of our students.

Curriculum Planning:

- The institution, affiliated with Mangalore University, delivers the prescribed syllabus, aligning with current industry requirements. The Academic Calendar is prepared at the beginning of the year, following the university calendar.
- The **Institutional Quality Assurance Cell (IQAC)** plays a vital role in curriculum planning, reviewing feedback from stakeholders and implementing changes.
- The IQAC organizes annual activity presentations for departments.
- Heads of Departments (HODs) submit workload and action plans well in advance, aligning with the multidisciplinary skill-based courses outlined in the National Education Policy.
- Teaching plans are prepared and reviewed at the beginning of the year in department meetings, ensuring consensus on workload distribution.
- An orientation program by the IQAC at the start of each academic year familiarizes students with program graduate attributes and introduces Swayam MOOCs online courses.
- Faculty members actively participate in syllabus review sessions, with Five faculty serving as members of the Board of Studies and Board of Examinations (BOE) of the affiliating University.

Curriculum Delivery:

- Faculty utilizes ICT facilities and digital tools (audio-visuals, documentaries, Google Classroom, TEDx talks) for effective curriculum delivery.
- Bridge courses at the beginning of the year to familiarize students with courses, supplemented by online evaluations.
- Regular guest lectures, student seminars, assignments, quizzes, viva voce, project reports, internships, and other formative evaluations are conducted.
- The institution has offered **31 certificate courses** in the last five years to supplement learning.
- The institution's well-equipped library and computer labs provide access to offline and e-resources.
- Semester-end feedback on the curriculum is collected and utilized to enhance learning quality.

- Regular student evaluations of teachers and self-evaluations by faculty members are standard features.

Documentation and CIA:

- Daily maintenance of work diaries and attendance is mandatory for all teaching staff.
- Syllabus copies are maintained at the department level, and previous year question papers are archived in the Central Library.
- Reports of all activities and programs are consistently maintained in a standardized format and submitted as part of the academic audit process.
- Internal examinations are in line with affiliating university guidelines and are conducted periodically to assess understanding and exposure to the delivered curriculum by the Internal Examination Committee.
- CIA-related documents are maintained by the Exam Coordinator at the college level.
- Student absenteeism with genuine reasons for Internal Assessments are provided re-examination opportunities.
- Answer scripts are distributed, and marks are finalized after the review by the students.
- Regular conduct of Parents-Teachers Meetings to address the Academic progress of the students.
- Internal marks are uploaded in UUCMS and approved by the principal before submission to the university.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

1.2 Academic Flexibility

1.2.1

Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)

Response: 31

File Description	Document
List of students and the attendance sheet for the above mentioned programs	View Document
Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	View Document
Institutional data in the prescribed format	View Document
Evidence of course completion, like course completion certificate etc. Apart from the above:	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Other Upload Files

1

[View Document](#)

1.2.2

Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

Response: 37.38

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
403	299	136	142	151

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.3 Curriculum Enrichment

1.3.1

Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum

Response:

The institution incorporates cross-cutting issues in its curriculum and extension activities. Aligned with its vision, a holistic perspective on these areas ensures the overall development of a graduate.

Professional Ethics and Human Values:

- Professional Ethics plays a significant role in our educational approach, ensuring students gain technical knowledge alongside developing a strong sense of ethical responsibility.
- The Curriculum includes courses on *Gender Equity, Environmental Studies, Human Rights and the Indian Constitution* during the first two years of the programme.
- Human values are ingrained in the curriculum, promoting holistic development. Emphasis on values such as integrity, empathy, dignity, liberty, equity, justice, unity in diversity, and social responsibility is integrated into various courses and activities of NSS, NCC, ELC etc.
- B.Com and M.Com courses encompass vital subjects such as Business Law, Company Law, Income Tax, and Human Resource Management, offering comprehensive insights into relevant fields. Specifically, the Human Resource Management paper imparts knowledge in areas like labour law, manpower planning, training, and skill development.
- National and International Commemorative days are celebrated in colleges to impart values, motivate, and ignite a sense of integrity, commitment, dedication, and patriotism among students

Gender Awareness:

- Gender perspectives in the curriculum promote inclusiveness and awareness of diverse perspectives. This integration aims to create a learning environment sensitive to gender-related issues and fostering equal opportunities for all.
- Students are educated on concepts of sex, sexuality, patriarchy, gender stereotypes, gender division of labour, and gender bias, emphasizing the crucial importance of achieving gender equity in society.
- Student support through *Women's Forum, Anti-sexual Harassment and Grievance Redressal Cell*. These cells propagate gender sensitization plans on the campus.
- No gender bias in selecting student representatives for associations shows institutional commitment to gender equity.

Environment and Sustainability:

- Environmental and sustainability considerations are integrated into the curriculum to instill environmental responsibility. *The Environmental Economics* paper for III BA students covers topics such as *Solid Waste Management, Common Property Resources, Environmental Valuation, Consumerism, Biodiversity, Global Warming, Acid Rain, Greenhouse Effect, Environmental Education, Rainwater Harvesting, and Sustainable Development*.
- Various programs, such as *Rainwater harvesting, Vanamahotsava, Greenovation Week, Environment Day, Bicycle rally for Environmental causes, Medicinal Garden Plantation drives, Campus cleaning drives, Swachh Bharat Abhiyan, Plastic-Free campus Initiatives, Waste management, A day with nature, Beach cleaning campaigns, Human value, and sustainable quotes in the college calendar*, emphasize the institution's commitment to environmental matters.
- The College has received accolades from the **District Administration** for its cleanliness drives

such as *Beach cleaning, Lake Cleaning Bicycle Rallies and Street Plays*.

- **The Eco-Club** of the college organises a week-long programme called **Greenovation Week** to commemorate **World Environment Day**, which focuses on creating eco-awareness through *street plays, poster and model making* etc.
- Field visits to historical sites and monuments of **Barkur** (*A major trade and commercial centre of 2nd century CE and developed as a Township during Vijayanagara period much before Mangalore and Udupi*) **Udyavara** (*First Capital of Alupa Dynasty*), study tours to the **Rani Abbakka Tulu Adhyana Centre** (*the first Tuluva Queen of Ullal who fought the Portuguese in the latter half of the 16th century*) and exploration of the Archaeological museum on campus having a collection of artefacts of **Alupa Dynasty** and its rich cultural heritage.

Through these measures, integrating Student Social Responsibility into the learning experience is the academic priority of the institution.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

1.3.2

Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 56.55

1.3.2.1 Number of students undertaking project work/field work / internships

Response: 298

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.4 Feedback System

1.4.1

Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website

Response: A. Feedback collected, analysed, action taken& communicated to the relevant bodies and feedback hosted on the institutional website

File Description	Document
Feedback analysis report submitted to appropriate bodies	View Document
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	View Document
Action taken report on the feedback analysis	View Document
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response: 57.54

2.1.1.1 Number of seats filled year wise during last five years (Only first year admissions to be considered)

2022-23	2021-22	2020-21	2019-20	2018-19
148	179	234	213	256

2.1.1.2 Number of sanctioned seats year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
340	340	340	340	430

File Description

Document

Institutional data in the prescribed format

[View Document](#)

Final admission list as published by the HEI and endorsed by the competent authority

[View Document](#)

Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

2.1.2

Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years

Response: 70.19

2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)

2022-23	2021-22	2020-21	2019-20	2018-19
84	77	73	80	98

2.1.2.2 Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
226	226	226	226	293

File Description	Document
Institutional data in the prescribed format	View Document
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	View Document
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule (Translated copy in English to be provided as applicable)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.2 Student Teacher Ratio

2.2.1

Student – Full time Teacher Ratio
(Data for the latest completed academic year)

Response: 27.74

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 and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

The college places a strong emphasis on the needs of a diverse student base. It strives to help students realize their potential and put forth their best effort.

Experiential Learning:

- Students undertake project work, assignments, and seminars, resulting in accolades in Inter-Collegiate competitions.
- **Student Internships**- 52 UG/PG students have completed internships during the year 2022-23 in various firms.
- "**Student-Faculty Programme**"-M.Com students conduct sessions in neighbouring institutions having MOUs for student exchange.
- Offered **31 certificate courses**- aligning with industry requirements and enhancing student employability.
- N-List Access to PG Students and access to about 29,900 books, 6,00,000 e-books and online journals through INFLIBNET.
- Commerce Lab and Language for practical experimentation of knowledge.
- **SPEC Talk** is initiated from 2022-23 in line with TedX where students meet professionals, and interact with Historians.
- Organizes field visits, *Prajna Craft mela*, industrial visits and particularly **Business Day -Aroma - where students learn business tricks and make a turnover of more than two lakhs in one event.**
- Visits to Historical monuments and museums.
- Publishes weekly *EDC Bulletin*, wall magazines and Commerce Bulletin.

Participative Learning:

- "**Greenovation Week**," under the theme of World Environment Day, involving students in *Day with the Nature, Street Plays, Beach cleaning, Poster Distribution, Bicycle Rallies* etc.
- Activities such as *NSS Camp, Paryaya Karaseva, POWER Parba, Fit India Run, Voting Campaign by Neji, Swachh Bharat Rally, Tiranga Rally*, and Classes under the tree to instill community responsibility and environmental concern.
- Students of **ELC** have created awareness among **1,500 students** of different colleges
- **Investment awareness programs**- debates, quizzes, Brand Rangoli, Mad-Ad competition to enhance presentation skills.
- **Alumni Mentoring**- As a result college won **15 Overall Championships** and **144 Individual and Team Medals** at the University, State, and National levels.
- Publishing students' articles in the **College Annual Magazine- Sandhya Rashmi** and Wall magazines.
- **Panel discussions by experts and review of the Union Budget by the students is an annual feature.**
- Students give talks on *Manipal Community Radio Stations-90.4FM*
- Certificate courses on **ZOHO Books, Tally, E-office, Hospitality Tourism, etc.**
- Established MOU with **Atal Incubation Centre Nitte** to promote **entrepreneurship**
- Students Maintain the **Herbal garden** - an initiative by **State Award-winning NSS Unit (2016-17)**
- Use of *TEDx Talks, Film-screening, Drama* by language departments

Problem Solving:

- Wide scope is given for problem-solving through classroom and forum activities- group discussions, case study analysis, model making, group seminars, field surveys, debates, quizzes, design thinking and collage-making competitions.
- Students collaborate with **Municipal Corporation** in responding to critical issues- beach cleaning and pond cleaning.
- **NSS Students choose a village every year and involve in cleaning drive, toilet construction and utility services. (Village Adoption)**
- Entrepreneurial activities on **Sustainable Development Goals** of the UN.

Use of ICT:

- Budgetary allocation on equipping the classrooms with ICT tools.
- Effective and efficient learning through ICT has enriched learning experiences- **Certificate programs on Konkani (In association with Konkani Adhyayana Peeta, Mangalore University) Zoho Book, Tally and E-office** are a few examples.
- Faculty enrollment for online **Orientation/Refresher/Short-term courses/ FDPs.**
- Digital marketing sessions are provided by experts and use of *LMS-Google Classroom* for better classroom management
- Google Workspace and Social media for better communication with stakeholders

These above methods are destined to instil values among students, transforming them into "**Poornaprajnas**" - *Individuals with comprehensive knowledge and expertise.*

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.4 Teacher Profile and Quality**2.4.1****Percentage of full-time teachers against sanctioned posts during the last five years**

Response: 100

2.4.1.1 Number of sanctioned posts year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
19	21	19	19	18

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.4.2

Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)

Response: 48.96

2.4.2.1 Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
11	11	09	09	07

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	View Document
Institution data in the prescribed format	View Document
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awarded by UGC recognized universities	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.5 Evaluation Process and Reforms

2.5.1

Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

The College is affiliated with *Mangalore University*. The rules and regulations for evaluation, which are laid down by the affiliating University, are communicated to the students at the beginning of the academic year in the orientation programme by the examination coordinator. For transparent evaluation, the **Internal Examination Committee** has been constituted by the IQAC under the Chairmanship of the Principal. The committee meetings are held regularly to formulate the action plans for the smooth conduct of assessments.

Transparency in Internal Assessment Examination (IAE)

- The Institute's Academic Calendar, which can be found in the *College Handbook*, outlines the tentative schedule of Internal exams based on the University Calendar.
- The examination notice shall be displayed on the notice board and the information is circulated to the teaching and non-teaching staff at least *15 days* before the examination.
- A structured timetable for the exam is shared on the notice board. The standard patterns of question papers are followed.
- Before the valuation process begins, the faculty prepares a scheme of valuation for each course to ensure unbiased grading.
- After grading, answer scripts are returned to students for review, and the faculty discusses the question paper and scheme of valuation with them. In case of anomalies, the concerned faculty is immediately notified, and necessary corrections are made.
- Various parameters, including assignments, case study analysis, and viva voce, are used to evaluate students' overall performance.
- *Parent-teacher meetings* to discuss academic progress and address any grievances.
- The *Feedback on the Curriculum* and learning environment is also collected from the parents.
- The *Examination Committee* schedules and conducts re-examinations for absentees after verifying the genuineness of absence.
- Upon verification and acknowledgement of Internal Marks by the students, the marks are uploaded to the University portal.

Transparency in External Examination:

- The affiliated university prepares a draft semester examination timetable and sends it to the colleges. The examination coordinator verifies the same to ensure that there are no other exams scheduled for professional courses such as foundation, intermediate etc. In case of clashes, the same is communicated to the University for further action.
- The final examination timetable is displayed on the notice board. The Principal plays the role of custodian and ensures confidentiality.
- The Deputy Superintendent and the flying Squad members are appointed to supervise the diligence. After the exams, the answer scripts are bundled and handed over to the concerned official of the university.
- The University has adopted the *Unified University and College Management System (UUCMS)* through which exam applications are processed and fee payments are done. The results are also made available in the portal.
- The students having grievances on the marks awarded can apply for revaluation and personal seeing of the scripts through the UUCMS portal by paying the prescribed fees.
- *The Examination Coordinator, and UUCMS Nodal Officer* at the college level coordinate with

the University on matters such as removal of NCL, non-receipt of marks card, results, fees refund etc.

- The students can file internal and external examination-related grievances in both *offline and online* modes, which are addressed within a stipulated period and further actions are taken.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6 Student Performance and Learning Outcomes

2.6.1

Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website

Response:

Sri Poornaprajna Evening College is dedicated to delivering high-quality education to shape responsible citizens. The institution offers undergraduate programs in Commerce and Arts, along with a postgraduate program in Commerce. The curriculum is carefully designed to provide foundational knowledge, enabling them to pursue advanced courses and enhance their employability. Elective courses in the Choice Based Credit System (CBCS) and alignment with the National Education Policy (NEP) 2020 prioritize practical and skill-based learning. The syllabus for each program under CBCS is established by the Affiliated University, while the curriculum under NEP is formulated by the State Government (AY 2021-22 onwards).

- Both teachers and students possess a clear understanding of the program's objectives, scope, and limitations. The comprehensive vision and mission of the program are communicated to students through an orientation program. This ensures that everyone involved is well-informed about the goals and boundaries of the courses offered.
- The syllabus framed by the University includes the course objectives which are available on the University website and also on the college website.
- The vision and mission of the college are stated in the *College Prospectus and Students Handbook*.
- *Students and Parents* are informed about the general outcomes of the programmes
- The faculty handling each subject ensures that the curriculum is planned with the necessary activities to achieve the attainment of stated course outcomes. The COs of each course are described by the faculty to the students while discussing the syllabus at the beginning.
- The IQAC organizes *Faculty Development programmes* on professional ethics, Research Methodology, and ICT tools.
- The IQAC encourages faculty to enrol for online *short-term, refresher courses, International/National seminars* to enrich their subject understanding.
- **Five of our teachers** represented the **Board of Studies and Board of Examiners** in the last year.

- The faculty are sought for setting of question papers in *Deemed Universities*
- The Principal is also an **Evaluator for PhD dissertation.**
- Value-added courses bridge the gap between curriculum and industry requirements.
- Career guidance and skill enhancement programmes help attain the learning objectives and expected outcomes.
- A hard copy of the syllabus is made available in all the respective departments and Central Library for the reference of students and faculties.
- Formative assessments like group discussion, classroom teaching, seminars, field visits, industrial visits, internships, career guidance programs, certificate courses, case study analysis, and model making are regularly carried out to enhance the learning experience.
- The *Professional students meet, Alumni-students interaction, SPEC talk and interaction with Historians* are very effective programmes to boost and enhance the knowledge of the students.
- The cross-cutting issues such as gender, professional ethics, sustainability and environmental concerns are conveyed to the students through street plays, rallies, NSS activities, and Eco-club activities.
- Student participation in *College and Inter-collegiate* competitions and winning prizes provide an opportunity to access their skills which in turn is a reflection of attainment of course outcomes.
- Successful alumni are invited to interact with both the students and teachers at regular intervals to share their learning experiences. This ensures the continuity of a good learning tradition.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6.2

Attainment of POs and COs are evaluated.

Explain with evidence in a maximum of 500 words

Response:

The institution has implemented various methods to assess the attainment of *Programme and Course outcomes*. These includes result analysis, feedback from Employers, Student Progression and the success of the stakeholders in their life and career.

- The College conducts *two internal assessment examinations* per semester to assess students' performance.
- The institution provides effective student mentoring and counselling, allocating students to faculty members and offering regular counselling to those in need.
- The mentors are oriented by reputed psychiatrists *Dr P V Bhandary and Dr Virupaksha Devaramane* and *Certified Counsellors from MAHE.*

- Appropriate measures are taken to recognize slow and advanced learners. Extra classes are provided to slow learners, while advanced learners are encouraged to participate in inter-collegiate commerce and management fests.
- Continuous Assessment is carried out throughout the year through assignments, seminars, fieldwork, internships, quizzes, class tests, case study analysis etc.
- The institution takes feedback from companies coming for campus placement to ensure students' employability skills.
- The institution offers *Value-added courses* to complement students' learning and fill the curriculum gap. The participation of students in extracurricular, and co-curricular activities, and sports is integrated with university marks.
- The results of the Mangalore University Semester examination serve as a parameter for assessing the teaching quality of the institution and the attainment of course outcomes. Additionally, **80%** of students securing *distinction* across programs each year is evidence of the fact that the course outcomes are well received.
- In the assessment period **52** of our alumni have completed **CA/CS Finals** and about **51%** of the students have progressed to jobs and higher education- an apt indicator of the achievement the programme outcome.
- A total of **103** students have cleared **C.A., C.S.,C.M.A., foundation, and intermediate exams** in the latest completed academic year.
- The leadership qualities exhibited by students in arranging and coordinating various co-curricular and extra-curricular activities reflect the attainment of outcomes.
- Students have bagged prizes in University/National level **Paper Presentations and debate Competitions** and **144** Individual/Team medals in fests.
- University representation in Zonal Levels of **Table Tennis, Cricket, Volleyball and Chess Tournaments**.
- The institution conducts a **Campus Satisfaction survey** at the end of each academic year to reflect the quality of teaching, learning, and overall satisfaction.
- Parent-teacher meetings are held and progress cards are reviewed with parents.
- The institution organizes a **Business Day** every year to expose students to potential business skills. The students have recorded a good turnover (**Above 2 lakhs**)in the previous two Business Day events.
- In the assessment period, **15** of our students have become successful entrepreneurs.
- Students' involvement in sports, NSS, Rovers and Rangers, YRC, green initiatives, extension, and outreach activities has made them socially inclusive.
- In recent years, the institution's alumni have been elected as *Members of the Legislative Assembly, President of Panchayats, President of the Institute of Chartered Accountants of India and other local bodies*, reflecting the aspirations of the students.
- The institution's alumni have achieved extraordinary success, occupying prominent positions in various fields.
- The institution has good rapport with the alumni who return to their alma-mater on important occasions and support the initiatives of the college- A fact that clearly indicates the achievement of the programme outcomes.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6.3

Pass percentage of Students during last five years (excluding backlog students)

Response: 91.59

2.6.3.1 Number of final year students who passed the university examination year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
194	180	213	205	145

2.6.3.2 Number of final year students who appeared for the university examination year-wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
215	204	218	216	170

File Description	Document
Institutional data in the prescribed format	View Document
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	View Document
Annual report of controller of Examinations(COE) highlighting the pass percentage of final year students	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.7 Student Satisfaction Survey

2.7.1

Online student satisfaction survey regarding teaching learning process

Response: 3.79

File Description	Document
Upload database of all students on roll as per data template	View Document

Criterion 3 - 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 last five years (INR in Lakhs)

Response: 0.1

3.1.1.1 Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
0	0.10	0	0	0

File Description

Document

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

3.2 Innovation Ecosystem

3.2.1

Institution has created an ecosystem for innovations, Indian Knowledge System (IKS), including awareness about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

Response:

The institution has adopted a comprehensive educational approach emphasizing *entrepreneurship, interdisciplinary collaboration, cultural preservation, industry relevance, research advocacy, and linguistic skill enhancement*. These components collectively shape the innovation ecosystem by creating a balanced learning atmosphere. This equips students for success in an ever-evolving and interconnected world, where innovation is the heart of their educational experience.

The college transcends traditional learning by promoting innovative and critical thinking, fostering an environment where education extends beyond textbooks.

- **Entrepreneurship Development Cell:** Our Entrepreneurship Development Cell (EDC) has successfully nurtured an entrepreneurial mindset. Through partnerships with the **Atal Incubation Centre, Nitte** from the (AY 2022-23) and involvement in events such as **Power Parbha**,

Business Day and Prajna Craft Mela, students have transformed inventive concepts into thriving businesses. Going beyond academic accomplishments, the EDC Cell has published **52 editions of weekly bulletins covering success stories of regional and national business icons** that motivate students to tackle societal challenges through entrepreneurship.

- **Seminars and Workshops:** The institution has hosted **25** seminars and workshops on entrepreneurship, IPR, research methodologies, sustainable development goals etc during the assessment period, which have enriched the academic experience and facilitated the discussion and resolution of social issues.
- **Commerce and Humanity Association:** Through the *Commerce and Humanity Association*, students and faculty collaborate across subjects, sparking fresh ideas and embracing diverse viewpoints. **Business Day** hosted by the commerce association is a classic example whereby the students bring their business ideas into reality on the campus.
- **Archaeological Museum:** The Archaeological Museum plays a crucial role in bridging the historical past with contemporary opportunities, contributing to an enriching and immersive learning environment. Engaging in field trips to places with historical importance, MOUs with the **Rani Abbakka Tulu Adhyana Kendra** and the on-campus **Archaeological Museum** (developed and managed by the sister concern) collectively contribute to this immersive experience
- **Commerce and Innovation Lab:** *The Commerce and Innovation Lab* is a place where students learn by doing, focusing on real-world problem-solving like understanding the *stock market and fostering innovation*. Here, students get hands-on experience in stock market investment and idea generation with guidance from experts.
- **MOUs and Collaboration:** The institution's commitment to MOUs and collaborations has expanded beyond academic partnerships to encompass the holistic development of students. In the assessment period, the institution has **16** functional MOU's with leading institutions and business enterprises.
- **Vishwarpanam:** A series of Lectures on the **Indian Knowledge System** through "**Vishwarpanam**" (An initiative of Sri Admar Matha, Udupi-A Parent Body and Krishna Seva Balaga, where faculty and students take part) promotes a comprehensive understanding of cultural heritage, nurturing social inclusivity and instilling a sense of responsibility among students.
- **Library and E-Library:** The Central Library holds physical resources, inspiring innovative thinking with rare collections of books on famous personalities and modern entrepreneurs. The department libraries complement the learning.
- **Research and Development Cell:** Established to promote a research culture among faculty and students with an MOU with the **Poornaprajna Center for Research and Development** facilitating social and academic research.
- **Language Lab:** A valuable asset supporting students in improving language skills through interactive sessions using technology.
- **Professionals Meet/ Historians/ Alumni Meet:** Hosting such meets that bring experts together to discuss and create an aura of experiential learning.
- **Cultural Association:** The vibrant cultural and sports association drives various community-focused activities such as street plays and awareness programs, skillfully guided by former students.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.2.2

Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years

Response: 8

3.2.2.1 Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
04	02	02	00	00

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

3.3 Research Publications and Awards**3.3.1**

Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

Response: 0.63

3.3.1.1 Number of research papers in the Journals notified on UGC CARE list year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
04	02	03	02	01

File Description	Document
Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website	View Document
Link to re-directing to journal source-cite website in case of digital journals	View Document
Links to the papers published in journals listed in UGC CARE list or	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.3.2

Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 0.79

3.3.2.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
02	07	02	02	02

File Description	Document
List of chapter/book along with the links redirecting to the source website	View Document
Institutional data in the prescribed format	View Document
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.4 Extension Activities

3.4.1

Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.

Response:

Sri Poornaprajna Evening College, Udupi, consistently transcends the boundaries of conventional education by actively engaging our students in a myriad of extension activities aimed at fostering holistic development and community welfare. Over the past five years, our institution has orchestrated a diverse array of events and programs that not only enrich the academic experience for our students but also make substantial contributions to social sensitization and the overall well-being of the community.

One of our standout initiatives revolves around Community Engagement. Hosting blood donation camps has become a hallmark of our institution, drawing enthusiastic participation from both our students and the local community. These camps, addressing the critical need for blood, serve a dual purpose: saving lives through donations and instilling a profound sense of altruism and social responsibility among the participants. The **NSS and YRC** has jointly organised 05 Annual Blood Camps resulting in the collection of **572 units** of blood in the last Five years. There is an active team of volunteers in the college coordinating with blood requirements of nearby Blood Banks. The NSS unit was conferred with **State Award and Univerisity Best Unit award** in the year 2016-17.

The Annual Camps by NSS where students engage themselves with the community and learn by doing various activities at the camp sites. Beyond the realm of humanitarian endeavours, we also play a pivotal role in facilitating Industrial visits and trips to Historical places of Barkur and Udyavara, providing students with invaluable hands-on experiences outside the confines of a traditional classroom setting, offering practical insights that enhance academic learning and broaden perspectives.

Entrepreneurial development takes centre stage at the college level. Events like Business Day, Panel Discussion and Entrepreneurship Development Programs where the public is also allowed to take part and expose our students to real-world business scenarios, fostering innovation and nurturing an entrepreneurial spirit among participants.

This emphasis on practical, real-world experiences goes hand in hand with initiatives aimed at civic responsibility. Activities such as voter awareness campaigns and visits to police stations play a crucial role in educating our students about their civic duties and the functioning of law enforcement agencies. These experiences empower our students with a deeper understanding of their roles as responsible citizens within the societal framework.

Environmental consciousness is another cornerstone of our institution's initiatives. Through the celebration of **Greenovation Week** and Vanamahostava, we showcase our commitment to environmental conservation. Tree plantation drives, awareness campaigns, and discussions on sustainability contribute to fostering a culture of environmental consciousness among our students and the wider community.

The impact of these extension activities conducted by the institution is substantial. Not only have they benefited the local community by addressing critical needs and promoting awareness, but they have also significantly contributed to the holistic development of our students.

The institution stands as a shining example of a higher education that extends beyond mere academic

excellence. We exemplify our commitment to holistic education and community engagement through a well-rounded approach to student development. Our vision of nurturing individuals equipped to address the multifaceted challenges of the modern world is manifested in the positive outcomes and lasting impact of our extension activities.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.4.2

Awards and recognitions received for extension activities from government / government recognised bodies

Response:

The College, driven by an unwavering commitment to social service and community engagement, weaves these values into the fabric of its Vision and Mission. Through dynamic collaboration across departments, cells, and associations, the institution orchestrates impactful extension activities, embodying its core principles and social responsibility initiatives.

Distinguished units such as *NSS, NCC, YRC, Rovers and Rangers and vibrant clubs like Women's Forum, Electrol Literacy and Eco Club* stand out for their exemplary extension endeavours by conducting about **184** extension programmes during five years.

In the spirit of proactive collaboration, the College extends its support to government bodies, NGOs, and organizations, actively participating in awareness campaigns addressing diverse social issues. The widespread recognition and accolades from the public, civil society, and the media underscore the institution's positive impact.

Government bodies, including the **District Administration, Department of Youth Empowerment, Gram Panchayat, Municipality, Primary Health Centers, Pollution Control Board, Udupi Sri Krishna Matha Paryaya Samithi, Platform of Women Entrepreneurs (POWER), Prachi Foundation, and Badagubettu Cooperative Society**, continually seek collaboration, affirming the institution's esteemed reputation.

The spectrum of extension activities undertaken by the College is vast and impactful. From *Beach Cleaning Drives, Street Plays at District Headquarters, Poster and Mask Distribution, Karasewa during Udupi Sri Krishna Mutt Paryaya Mahostava, Lake Cleaning, Temple Cleanliness Drives, Blood Donation Camps, NSS Camps, regular shramadhana, Plantation Drives, to waste management* — these initiatives, fueled by dedicated human hours, significantly contribute to the community's well-being.

The Ministry of Youth Affairs, Government of Karnataka, bestowed the **State Best NSS Unit Award and Best NSS Officer Award in 2016-17**, acknowledging the institution's dedicated service.

While certificates aren't sought for every activity, written recognition from esteemed bodies attests to the impactful services provided.

The institution has received appreciation from notable organizations, including:

- **Swacchatha Action Plan Institution by Mahatma Gandhi National Council of Rural Education, Department of Higher Education, Govt. of India**
- **Appreciation by Blood Bank, KMC Manipal, a unit of Manipal Academy of Higher Education**
- **Appreciation by the State Pollution Control Board, Udupi**
- **Recognition by Kannada Sahitya Parishad, Udupi**

These acknowledgements highlight the institution's commitment to creating a positive societal impact through its engaging and purposeful extension activities.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.4.3

Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.

Response: 71

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
24	20	9	15	03

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	View Document
Institutional data in the prescribed format	View Document
Detailed report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.5 Collaboration

3.5.1

Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response: 16

File Description	Document
Summary of the functional MoUs/linkage/collaboration indicating start date, end date, nature of collaboration etc.	View Document
List of year wise activities and exchange should be provided	View Document
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The Institution has adequate infrastructure and other facilities for,

- teaching – learning, viz., classrooms, laboratories, computing equipment etc
- ICT – enabled facilities such as smart class, LMS etc.

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

Response:

The institution, sprawled across **5.98 acres**, provides comprehensive facilities to ensure effective teaching-learning and foster cultural and sports activities, creating a holistic learning environment. Envisioned by the founder for the overall development of students through the integration of academic and co-curricular activities, the facilities are designed to cater to academic and non-academic progress.

A. Teaching Learning:

- *12 non-AC classrooms, including 06 with ICT-enabled facilities*
- *PG Block with State-of-the-Art facilities.*
- *One Air Conditioned Audio-Visual Room*
- *Two ICT enabled Conference Rooms- Poornaprajna Mini-auditorium and Vibhudesha Hall*
- *Sri Poornaprajna Main Auditorium with 1,500 seating capacity*
- *Centrally located fully stocked Library with a reference section, periodic journal section, and browsing area*
- *Sri Krishna Playground, Indoor and Outdoor Badminton Courts*
- *Air-conditioned Commerce Lab and Non-AC Language Lab*
- *Three Staff Rooms, Ladies Rest Room, and Administrative Block*
- *Departmental Libraries with a good number of titles*
- *UPS Power backup and Generator Support*
- *Fire Safety Equipment installed on each floor*
- *Security Desk at the campus entry*
- *Archaeological Museum - Maintained by Poornaprajna College, A sister concern*
- *Spacious Parking lot*
- *Poornaprajna Canteen with a 150-seating capacity*
- *Poornaprajna Hostel for Boys and Girls*
- *Vibhudha Vana-Herbal Garden maintained by Students*
- *Purified Drinking water facility*
- *Common rooms for men and women*
- *Campus post box*
- *Green campus with Rainwater Harvesting*

B. ICT Facilities:

- **06 classrooms with overhead projectors**
- **Audio-visual section** for broadcasting video lectures
- **15 Computers in the Commerce Lab and 05 in the Language Lab**
- **Genuine Windows operating system**
- **Google Workspace for Google Classrooms** and unlimited cloud storage through Google Drive
- **Handy Cam with a tripod**
- **Photocopy facility at College Office and Library**
- **Digital Library access through OPAC** and browsing centre at the Library with **03 Computers**
- **Each Department is equipped with Computers (LAN and WIFI)**
- **WIFI facility at Administrative Block and PG Block**
- **CC Camera surveillance across the campus**
- **Tally Prime installed for students' use in Commerce Lab**
- **YouTube channel for institutional uploads**
- **55-inch Smart TV at Commerce Lab**
- **Robosoft Networking for e-governance and bio-metric system for staff**
- **N-list Subscription and usage for students**

C. Facilities for Cultural and Sports Activities, Yoga Centre, Games (Indoor and Outdoor), Gymnasium, Auditorium, etc.:

- **Room for Fine Arts-related accessories**
- **Sri Poornaprajna Auditorium** with a seating capacity of 1,500
- **Open Air Auditorium**
- **Multi-Gym facility**
- **Indoor Badminton Court and Two outdoor Badminton Courts**
- **One Basketball Court**
- **One playground with a 100m track, High jump, and long jump pit**
- **Provision for Volleyball, Kabbadi, and Handball**
- **Two Table Tennis Boards**
- **Chess and Carrom boards at the Sports Room**
- **Sri Vibhudesha Hall** for yoga sessions

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.1.2

Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years

Response: 20.24

4.1.2.1 Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
17.28	0.28	1.49	0.80	3.23

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

4.2 Library as a Learning Resource

4.2.1

Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students

Response:

The Central Library is an essential hub for knowledge acquisition, complemented by a well-designed library automation system. It provides a seamless experience for faculty and students, promoting optimal utilisation of resources and services. *The Library has an Advisory Committee which consists of the Principal, the Librarian, staff members and the Librarian from Poornaprajna College Udupi, a sister concern of ours.*

The Library covers:

- 7200 sq meters of storage floor area.
- 200 seating capacity.
- **29,900 books** with bar-coding tags.
- Educational CDs and resources.
- Library support by **EasyLib ILMS (Partially Automated)**
- 07 peer-reviewed journals.
- 15 magazines and newspapers
- Collection of Rare books

Library Facilities:

- *Subscription to ILMS Software - Easylib software*
- *Disabled-friendly Library with easy access ramps and reference section/ periodical section at the Ground Floor*
- *Access to popular newspapers, periodicals, and refereed journals.*
- *Reference sections and rare book collections.*
- *Browsing Centre for accessing e-resources.*
- *Old question papers for reference.*
- *Online Public Access Catalogue (OPAC).*
- *Book Bank Facility*
- *Document Delivery Services.*
- *Current Awareness Services.*
- *Special corner space for the New Arrival display.*
- *News Papers Clipping and Reprographic Facility.*
- *Selective Dissemination and Information (SDI).*
- *Access to books from the library of Poornaprajna College and Poornaprajna Institute of Management.*
- *Facilities extended to faculty members of sister institutions, former students, and retired staff.*
- *E-resource Facility through INFLIBNET-N List, providing access to 6000 plus e-journals and 6,00,000 e-books.*
- *Orientation sessions for students on library services and book exhibition*

The Library is a house for a vast collection of books on a wide range of subjects. Students can use these resources to deepen their understanding of academic topics. It also contains the following rare books to its credit;

Sl.No	Name of the Book/Manuscript	Name of the Publisher	Name of the author	No.of Copies	Year
English Literature					
1	Gems of English Literature	Arati Book Centre	Raghukul Tilak	01	1968
2.	The Oxford Companion English Literature	Oxford at the Clarendon London	Harvey Paul	01	1958
3.	A History of English Literature from Earliest Times to 1916	Thomas Nelson & Sons New York	Rickett Arthur Compton	01	1963
4	Sri Aurobindo The Future Poetry	Sri Aurobindo Ashram, Pondichery		01	1953
5	Understanding Drama Twelve Plays	Holt Rinehart & Winston New York	Brooks & Heilman Robert	01	1948
Sociology					
6.	Rural Sociology	Popular	Desai A. R.	01	1968

	in India	Prakashan Bombay			
7.	Resurgent Culture : Being Three Lectures Delivered at the University of Allahabad		Swami Krishnanda Himalaya U P	01	1972
8.	Urban Sociology	Eurasia Publishing, New Delhi	Quinn James	01	1967
History					
9	The New Cambridge Modern History: The Decline of Spain & 30 Years	War University Press, Cambridge	Cooper J P (Vol. 30)	101	1971
10	The Reformation: The Story of Civilization	Simon & Schuster, New York	Will Duranth	01	1957
11	Chinese Aggression Implication	Bharatiya Vidya Bhavan	Munshi K M (Editor)	01	
12	Gazetteer Karnataka	Govt. Karnataka	Suryanatha Kamath1 (Vol. 10)	01	1986
13	Gazetteer Karnataka Kannada	Govt. Karnataka	Suryanatha Kamath1 (Vol. 7)	01	1990
14	Epigraphic Carnatic,	Institute of Kannada Adyayana Samste, Mysuru		(Vol. 7) 1972	1972

With its digital facilities and extensive resources, the **College Library** is a cornerstone for academic enrichment and research pursuits. The department libraries and Libraries of Sister concerns are also accessible to the students and faculties.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.3 IT Infrastructure

4.3.1

Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words

Response:

The institution has a well-established and comprehensive IT infrastructure to support various academic and administrative functions. Here's a summary of the key information provided:

1. LAN and Wi-Fi:

- **Structured Network Cabling** is implemented for ease of administration.
- **LAN Connectivity:** Computer labs are connected through 200mbps LAN, and connectivity via optic fibre.
- **Wi-Fi Connectivity:** Provided in specific areas including the PG Block, Administrative Block, Staff Rooms, IQAC Room, AV Room, Mini-Auditorium, and the library.
- **Computer Systems:** High-performance systems equipped with Core i3 11th Gen. Processor, 8 GB RAM, and 256 GB SSD in the commerce lab and Core i3 3rd Generation processors, 4GB RAM, and 512 HSD in the Language Lab.

2. Hardware and Software:

- **Procurement and Installation:** Portable computers, peripherals, networking equipment, biometric devices, and telecommunication equipment have been acquired.
- **Licensed Software:** Microsoft software installed, along with a mix of licensed and open-source software.
- **Specialized Software:** Tally Silver for accounting, EasyLib for Library Usage, Bar Code scanners and printers, Robo-Vidya for student support.
- **Facilities:** Note counting and fake note identifying machines, scanners, printers, and photocopy machines.
- **ICT Enabled Classes:** 06 classrooms with projectors, 55-inch Full HD TV in the commerce lab.
- **Surveillance:** CC cameras installed at different locations, monitoring system in the Principal's Chamber.
- **UPS** power backup for computers
- **Audio-visual Room** for multi-media presentations with lecture support facilities

3. Communication and Learning Management:

- **Google Workspace:** Used for inter-departmental communication.
- **Google Classroom:** Utilized for Learning Management.
- **Video Recording:** Equipped with a video recorder with tripod at the Language Lab.

4. Maintenance and Financing:

- **Review Mechanism:** The office superintendent, in coordination with the IT Coordinator, regularly reviews the functioning of facilities.
- **Updates and AMC:** Regular updates on the website; Annual Maintenance Contracts (AMC) paid to vendors.
- **Live Streaming:** College has a YouTube channel and utilizes OMR software for live streaming. The Official Instagram account for connectivity with the society.
- **Security Measures:** Regular renewal of Firewall, Internet Safety, and Antivirus software licenses.
- **Data Backup:** Administrative data backup using SSD storage.

5. Administrative Processes:

- **IT Tools Usage:** Various administrative tasks such as admissions, grievance redressal, fee receipts, and certificates handled using available IT tools.
- **Cloud-Based Management System:** Adoption of a cloud-based *Unified University and College Management System* (UUCMS) for managing internal marks, promotions, student data, approvals, fee payments, and more. The institution has adopted the e-governance

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.3.2

Student – Computer ratio (Data for the latest completed academic year)

Response: 21.08

4.3.2.1 Number of computers available for students usage during the latest completed academic year:

Response: 25

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	View Document
Extracts stock register/ highlighting the computers issued to respective departments for student's usage.	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1

Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)

Response: 79.73

4.4.1.1 Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
23.22	15.19	8.75	17.99	25.77

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1

Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years

Response: 50.03

5.1.1.1 Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
211	248	320	427	308

File Description

Document

Year-wise list of beneficiary students in each scheme duly signed by the competent authority.

[View Document](#)

Upload Sanction letter of scholarship and free ships (along with English translated version if it is in regional language).

[View Document](#)

Upload policy document of the HEI for award of scholarship and freeships.

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

5.1.2

Following capacity development and skills enhancement activities are organised for improving students' capability

1. Soft skills
2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)
4. ICT/computing skills

Response: A. All of the above

File Description	Document
Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	View Document
Report with photographs on ICT/computing skills enhancement programs	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.1.3

Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 100

5.1.3.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
527	578	639	651	631

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.1.4

The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases

- 1.Implementation of guidelines of statutory/regulatory bodies**
- 2.Organisation wide awareness and undertakings on policies with zero tolerance**
- 3.Mechanisms for submission of online/offline students' grievances**
- 4.Timely redressal of the grievances through appropriate committees**

Response: A. All of the above

File Description	Document
Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	View Document
Proof related to Mechanisms for submission of online/offline students' grievances	View Document
Proof for Implementation of guidelines of statutory/regulatory bodies	View Document
Details of statutory/regulatory Committees (to be notified in institutional website also)	View Document
Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.2 Student Progression

5.2.1

Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 30.21

5.2.1.1 Number of outgoing students placed and / or progressed to higher education year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
104	77	63	38	27

5.2.1.2 Number of outgoing students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
215	204	218	216	170

File Description	Document
Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order(the above list should be available on institutional website)	View Document
List of students progressing for Higher Education, with details of program and institution that they are/have enrolled along with links to proof of continuation in higher education.(the above list should be available on institutional website)	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.2.2

Percentage of students qualifying in state/national/ international level examinations during the last five years

Response: 32.07

5.2.2.1 Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)

2022-23	2021-22	2020-21	2019-20	2018-19
38	33	37	54	67

File Description	Document
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

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 last five years

Response: 156

5.3.1.1 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 wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
50	23	03	29	51

File Description**Document**

Upload supporting document

[View Document](#)

list and links to e-copies of award letters and certificates

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

5.3.2

Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 21.2

5.3.2.1 Number of sports and cultural programs in which students of the Institution participated year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
39	20	2	24	21

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

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

Response:

The **Five-and-a-half-decade** legacy of the college reflects well with its alumni. Alumni are the brand ambassadors of the college. They reflect institutional values and integrity towards society. The college has served relentlessly for the cause of quality higher education keeping the vision laid down by the *Founder President*. The “**Earn while you Learn**” motive of the institution has produced many professionals and helped many in achieving their dream of pursuing Higher Education at affordable cost. The proud alumni of the college are now settled in different capacities and the college is strengthened by the sound Alumni Association.

The College has a registered alumni association **Sri Poornaprajna Evening College Old Student Association (Reg. No: DRUD/SOR/162/2017-18)** which has immensely contributed to the development of the institution. The alumni association is an integral part of the college and the wholehearted support of the members has positively assisted the institution.

SPEC Alumni Association is fully functional with its association bylaws, structure, Patron, Office bearers, and dedicated executive Committee members.

Alumni Support:

- **Financial Support:** The Administrative Block of our college was reconstructed in the year 2017. The alumni association contributed about **35%** of the total construction cost.
- The Alumni association and successful old students join hands with the institution on occasion such as university-level sports events, seminars, workshops, and NSS camps etc.
- The bond between alumni and alma mater is so strong that they visit the college to celebrate their career progressions as well.
- **Academic Support:** The IQAC and Alumni Association organize an annual **Alumni-Present Students’ Meet**.
- Priority is given to prominent alumni and are invited as Chief guests for various occasions.
- Alumni also visit the college to deliver guest lectures and train students on soft skills and industry skills.
- The Current students are provided with internship opportunities at firms and organizations managed by our alumni, and referrals from alumni are also considered for placements.
- **Non-Academic Support:** The institute has a unique practice called “**Spandana**” where alumni

who excelled in sports and cultural events act as mentors to train current students. This alumni mentoring has shown excellent results.

- The alumni, who work in formal and informal sectors, come to the college after their office hours and on weekends to train the students in fine arts and drama.

The Visionary saint Sri Sri Vishwaprasanna Theertha Swamiji, Trustee of Sri Rama Janmabhoomi Trust is a proud alumnus of our institution. Sri Hari Narayana Asranna, Hereditary Trustee of Kateel Sri Durgaparameshawari Temple, Sri Jayakara Shetty Indrali, Managing Director, Badagubettu Cooperative Society, a century-old cooperative society of coastal region are notable alumni of the institution.

The institution has produced visionary business leaders, thinkers, academicians, spiritual leaders, defence veterans and sports icons over the last 57 years. Notably, distinguished alumni such as **Mr. Yash Pal Suvarna and Mr. Lalaji R Mendon**, who have served the country as **MLAs**, attest to the college's role in producing successful leaders.

We proudly acclaim that **Ms Tanvi Jagadish**, *the only woman surfer* in the country and an inspiring woman entrepreneur, TedX Speaker is our alumni.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.

Response:

Participative Management and Governance are evident across various levels of administration within the **Udupi Shree Admar Mutt Education Council**, a society registered under the Karnataka Societies Registration Act.

Established in **1962** by the visionary Savant **His Holiness Shree Vibudhesha Theertha Swamiji of Shree Admar Mutt**, the council aims to contribute to the nation by providing quality education to the youth. The emphasis is on shaping the minds of youth physically and spiritually, instilling a sense of patriotism and respecting the dignity of labour.

The Governing Body of the Udupi Shree Admar Mutt Education Council, consistently led by the revered Swamiji, consists of eminent educationists, scientists, industrialists, and administrators. This body is dedicated to ensuring excellence in teaching and learning within the Poornaprajna Educational Institutions.

One such institution under this council is SPEC, established in **1966** as the *Second Evening college* in Karnataka and the first in the coastal region. SPEC has successfully blended modern education with traditional values for **57 years**, aligning with the founder's vision.

The institution has adapted its vision and mission to align with the **National Education Policy (NEP)**, focusing on scientific temper, innovative spirit, ethical values, societal responsibilities, and collaboration with stakeholders to enhance student competencies for a career-oriented and fulfilling life. The institution's vision is to evolve as a center of excellence offering modern education with ethical values and societal responsibilities to empower the younger generation.

Decentralization is a key aspect of the institution's administrative strategy, exemplified by the appointment of a *Vice-Principal* to assist in decision-making and smooth functioning.

Deans are appointed to monitor academic performance in respective departments, fostering a collaborative and participatory approach to education within the institution.

The IQAC rewards institutional initiatives and provides timely suggestions and guidance. Regular meetings involving staff council, heads of departments, student welfare officers, and convenors of cells and associations are conducted to address academic and non-academic matters. The Students also find their voices recognised through representation in policy- making and conduct of various activities of the college.

The IQAC democratically assigns roles and responsibilities to convenors of cells and associations during staff meetings at the beginning of each year.

Karnataka being the first state to adopt NEP 2020 in higher education, the institution has lived upto the spirit of NEP by embracing a skill-based, multi-disciplinary curriculum. The IQAC plays a pivotal role in monitoring and reviewing all NEP-related matters, such as curriculum adaption, introduction of skill-based certificate courses and choice of open electives.

An *NEP Nodal officer* is appointed by the college to monitor the NEP implementation process. He coordinates with the University and resolves the issues that the stakeholders confront.

The College has adapted itself to the changing times in terms of accepting the challenges in higher education scenarios by redefining its vision and mission statement. Being an evening college, it not only fulfils the aspirations of employed students but also caters to young CA, CS and CMA aspirants who are about **60%** of the student population resulting in economic stewardship.

The college has MOUs with leading firms, association with alumni and collaboration with sister concerns for optimum utilisation of resources, sustainable growth and a better educational milieu.

File Description	Document
Upload Additional information	View Document

6.2 Strategy Development and Deployment

6.2.1

The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc

Response:

The college has embraced and strived diligently to realize the founder's vision of educating the underprivileged section of society, by reaching the individuals who are unable to pursue further education during regular hours due to various reasons. The college has a diverse student base consisting of **fishermen (8%)**, working men and women, students aspiring for professional courses (**60%**), married women, and retired army personnel who aspire to continue their education during evening hours.

Being the only evening college in **Udupi District with permanent affiliation, 12 B** status for financial assistance, and NAAC accreditation, has taken various measures to meet the aspirations and needs of its students.

- **Admissions aligned with state reservation policies** are open to all without discrimination. There is no age limit for seeking admission to the college.
- Higher education, a potential nightmare for many without evening college, has been a focus for

the past **57 years**.

- The College caters to the higher education need of weaker sections- about **60% of the students belong to SC/ST/OBC Sections**.
- Statutory associations like NSS, NCC, Youth Red Cross, Rangers and Rovers, and Sports Associations address issues of weaker sections. The NSS unit has received the **State Award in 2016-17** for committed service.
- A notable increase in women's admissions,(**The five year average shows 35% women students which is exemplary for an evening college**) mainly from the working class, with some pursuing professional dreams (CA/CS/CMA) showcasing the college's significant contribution.
- Intending to improve job skills, the college has conducted **31 Certificate courses** in the last five years, addressing industry needs and empowering students.

Administrative Setup:

- **The Governing Council** is Led by the revered Swamiji, *Udupi Shree Admar Mutt Education Council* consists of eminent educationists, scientists, industrialists, and administrators, ensuring excellence in teaching and learning.
- **The College Management Committee** is headed by the President, Secretary, Treasurer, members of the management, the Principal and a senior staff member as a staff representative, who play a pivotal role in decision-making.
- **The IQAC** serves as the Think Tank, leaving footprints in quality enhancement.
- **Staff Council**, headed by the IQAC Coordinator oversees academic practices and policies, with roles assigned to HODs, Student Welfare officers, Office Superintendent, Physical Education Director, and the librarian.
- **The librarian** ensures efficient library functioning, taking responsibility for maintenance and updating.
- **The office superintendent** will supervise the administrative works and delegate the responsibilities and tasks to support staff for diligent completion.

Appointment and Service Rules:

- Recruitment for teaching and non-teaching posts carried out by the AMEC Branch Office, following the Principal's request. The College has eight regular teachers and three administrative staff working on government payroll. The management appoints the staff to carry out the additional workload.
- Transparent appointment procedures as per statutory requirements, and service rules adhering to **KCSR and AMEC** guidelines.
- Scale fixation, continuation, and termination of services align with AMEC guidelines from time to time.
- There is a standard Code of Conduct for both teaching and non-teaching staff members in the college. Adherence to the same is monitored.

File Description	Document
Upload Additional information	View Document
Institutional perspective Plan and deployment documents on the website	View Document
Provide Link for Additional information	View Document

6.2.2

Institution implements e-governance in its operations

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

Response: A. All of the above

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	View Document
Institutional expenditure statements for the budget heads of e-governance implementation ERP Document	View Document
Annual e-governance report approved by the Governing Council/ Board of Management/ Syndicate Policy document on e-governance	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

6.3 Faculty Empowerment Strategies

6.3.1

The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Response:

The Institution has a very effective Performance Appraisal system in practice resulting in a quality environment. The following measures are followed in this regard:

A. Performance Appraisal

- The institution has a **Self-appraisal system** for both teaching and non-teaching staff members. The appraisal done by the staff will be validated by the HODs/Office Superintendent.
- The IQAC will review the appraisals and submit the report to the head of the institution for any action. The Staff members are personally called by IQAC to analyze and suggest measures for self-improvement in the presence of the Principal
- IQAC felicitates the non-teaching staff members based on their scores in appraisal and reviews.
- IQAC encourages all to maintain a high standard of integrity at the workplace through regular training on academic matters, and professional development sessions.
- There is a written *Code of Conduct* for both teaching and non-teaching staff displayed at various places making them sensible and aware of dos and don'ts.

B. Avenues for Career Support and Advancement

- Seed money for research/ publications in peer-reviewed journals.
- **FEEL - A Facilitating Effectiveness and Excellence in Leadership** for teachers training programme for faculty members
- The Travelling allowance and Registration charges incurred in connection with seminars/workshops/conferences are reimbursed.
- Faculty members are motivated to enroll for orientation/refresher courses, FDPs and registration charges are paid by the college.
- Teachers' Day is celebrated by the College Management Committee
- Professional training/ FDP sessions for teaching and non-teaching staff members by the IQAC regularly.
- Free unlimited Wi-Fi usage available to all staff members
- Incentives for the staff who have completed **KSET/NET/Ph.D**
- Training for **NET/K-SET/SLET** is provided in varied disciplines.
- The **Research and Development Cell** has been established to promote research culture among staff and students.
- Encouragement is given to the staff to opt for higher studies (PhD) and short-term courses including online courses in Swayam, edX and other platforms.
- Access to digital tools using N-List and unlimited book borrowing opportunities at Central Library and from libraries of sister concerns.
- Staff Reference section, Reprographic/Photocopying facility at concessional rates and at free of cost (Teaching-related materials), newspaper clippings, yearbooks, research journals, magazines and OPAC service.
- Faculty exchange with sister concerns and with institutions having an MOU with the college.

C. Welfare Measures

- Staff welfare is the priority of the college. Both teaching and non-teaching staff members are given statutory benefits as prescribed.
- The ESI, Provident fund, group insurance, and half-day leave, maternity benefits, paternity leave, gratuity, earned leave facilities are extended.
- Indoor Badminton Court, Table Tennis and other sports recreational facilities for both teaching and non-teaching staff
- First aid and further treatment assistance at Adarsha Hospital with whom the college has a functional MOU.
- Funds are raised from the staff to meet the medical expenses of the teaching and non-teaching

staff and their families at the time of emergency

- Staff Club conducts staff picnics, farewells for retired staff, felicitations for staff achievement, medical aid for needy staff and sponsors economically poor meritorious students.
- Free Vaccination drives were conducted during the Covid-19
- The Staff Club felicitates the staff members on important occasions such as promotion, retirement etc.
- Staff rooms with computer and LAN/Wi-Fi facility.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.3.2

Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 5.21

6.3.2.1 Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
01	00	00	02	02

File Description	Document
Policy document on providing financial support to teachers	View Document
Institutional data in the prescribed format	View Document
Copy of letter/s indicating financial assistance to teachers and list of teachers receiving financial support year-wise under each head.	View Document
Audited statement of account highlighting the financial support to teachers to attend conferences / workshop s and towards membership fee for professional bodies	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

6.3.3

Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

Response: 26.88

6.3.3.1 Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
20	09	05	06	03

6.3.3.2 Number of non-teaching staff year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
12	13	13	13	13

File Description**Document**

Refresher course/Faculty Orientation or other programmes as per UGC/AICTE stipulated periods, as participated by teachers year-wise.

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

Copy of the certificates of the program attended by teachers.

[View Document](#)

Annual reports highlighting the programmes undertaken by the teachers

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

6.4 Financial Management and Resource Mobilization**6.4.1**

Institution has strategies for mobilization and optimal utilization of resources and funds from

various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

The Finance section of the college formulates the financial budget, and the Internal Quality Assurance Cell (IQAC) reviews the previous year's expenditure. Subsequently, the budget proposal is submitted to the College Management Committee for approval.

A. Regular Conduct of Internal and External Audits: The college has a diligent practice of maintaining accurate and transparent books of accounts.

- The day-to-day transactions are recorded in Cash Book and records are maintained using Tally software. The financial audits are conducted regularly at the college level internally and external audit by a certified Chartered Accountant. The audited statements are sent to the Governing Council for consolidation.
- Regular inspection of books of accounts and acquittance register by the Principal, Regional Joint Director of Collegiate Education, Mangalore. The Auditor General's audit is done periodically. The finance section is guided by the principal and the IQAC is responsible for managing the funds received through endowments, scholarships and sponsorship.
- The financial transactions for expenditure are made through cheques/NEFT and funds are received through cheques, DD and NEFT. This procedure for financial transactions is more effective and ensures greater transparency with the proof of transaction details. The college collects the fees from the students in both online and offline modes.
- The audits Alumni Association, PG Centre and books of AMEC Udupi Branch are also regularly conducted.
- The quotations are taken from at least three vendors and a comparative study is made before finalizing any purchase orders for augmentation.

B. Strategies for mobilization and utilization of funds:

- The institution has a transparent mechanism and strategies for fund mobilization and utilization. The institution raises funds and sets aside an ample budget to support the potential expansion of the institution, the comprehensive development of students, and the well-being of the staff. This is achieved by creating a favourable and sustainable learning environment that encompasses academics, research, cultural activities, sports, games, and extension activities, utilizing technology and embracing e-governance practices.
- The institutional infrastructure needs are fulfilled by the AMEC Head office and college management committee. Funds are sanctioned on project feasibility.
- The institution mobilizes funds from fees paid by students, scholarships and endowments received from government and non-government bodies. As a college with 12B status, we qualify for financial assistance.
- The funds are properly channelled to meet day-to-day expenses, meeting maintenance and augmentation requirements.
- Funds are raised through sponsorships from Nationalized Banks, Cooperative societies, alumni and local business vendors for conducting seminars, workshops, camps and sports events.

C. Optimum Use of Resources

- As an evening college, the classrooms, and common facilities are shared with the sister concerns as per the instructions of the governing council.
- The College Playground has hosted several **National, Zonal and University-level tournaments** over the years.
- The **Poornaprajna Auditorium** is a masterpiece and a most comfortable avenue for cultural events such as **Vishwarpanam**, Yakshagana, Drama, Bharathanatyam etc. The institutions promoting art and culture, seek the usage of the same.
- The local potters and craftsmen were supported by the governing council by providing a space inside the college campus to exhibit their artistic works.
- The local chapter of ICAI uses the auditorium for conferences and workshops.
- The college facilities are allowed for the conduct of State and National Level examinations such as NEET, KPSC, KEA etc.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

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. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

The IQAC has taken following initiatives for institutionalising quality assurance:

1. Elevating Excellence in Teaching-Learning

- *Concrete plan during Covid19* and the institution has proactively addressed the challenges posed by the pandemic and implemented measures to ensure uninterrupted teaching and learning.
- IQAC meets regularly to achieve its outcomes and collects feedback and analyses them at regular intervals.
- The teaching faculty is motivated to upgrade themselves in order to train the students on current and futuristic challenges and opportunities.
- The staff is motivated through inhouse training programmes, incentives and value based nurturing to inculcate in them a quality culture.
- IQAC has established a **Research and Development Cell and Entrepreneurship Development Cell** in the College to foster a culture of research and innovation.
- Catering to a diverse student base that earns while learns, the institution has promoted entrepreneurial endeavors of students through EDP Bulletin, Commerce Bulletin, Alumni-Student

Meet, Professional-Student Meet and Business Day.

- Faculty Development Programmes to bring the knowledge of the teachers at par with the latest developments in their respective disciplines.
- IQAC organizes ICT workshops to enable teachers to intersperse technology in the curriculum to make the art of classroom pedagogy more relevant and interesting for students.
- The IQAC proposes several best practices in various aspects of the functioning of the institution.
- Teachers' evaluation by the Students and Staff Self-appraisal system are strengthened.
- The Proposal of Seed money to staff and PG students
- Developed Participative approach among faculty.
- Training on Placement and career planning to the students through introduction of various soft skill programmes and value-added courses.
- The introduction of compulsory internship programs for both postgraduate (PG) and undergraduate (UG) students, despite not being mandated by the Affiliating University, is a proactive step taken by the institution to enhance the practical learning experiences of students.
- Guidance to Departments/ Cells and Association to prepare action plans of its activities.
- Strengthened the functioning of Mentoring and Counselling Cell, which demonstrates the commitment to provide personalized guidance, support, and mentorship for students. The Mentoring Cell plays a crucial role in enhancing the overall academic and personal development of students.
- (Best Student)

2. Advancing Work Culture: Fostering a Progressive Environment"

- Revision of Vision and Mission of the college.
- Institutional Perspective plan and preparation of deployment strategy
- It plays an important role in ensuring the quality of the functioning of the administrative and academic units of the College.
- IQAC takes care of the needs of the administrative staff to improve their work atmosphere, both at the professional and emotional fronts.
- Administrative Audit is conducted from time to time. IQAC believes in establishing a democratic pattern of administration. The Management along with the Principal ensures that equal opportunities are given to staff members who are best suited.
- Democratic approach in distributing responsibilities
- Online Grievance Redressal Mechanism
- Annual review of activities by HODs
- IQAC convenes meetings with its composition for planning and form strategy on adopting quality initiatives.
- Celebration of Greenovation Week
- Adherence to the **3rd Cycle Peer-Team** recommendations

These initiatives collectively indicate a comprehensive approach to quality assurance, strategic planning, staff support, and environmental sustainability within the institution. The involvement of IQAC in various aspects highlights its role as a central coordinating body for fostering excellence and continuous improvement.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.5.2

Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
- 2.Academic and Administrative Audit (AAA) and follow-up action taken**
- 3.Collaborative quality initiatives with other institution(s)**
- 4.Participation in NIRF and other recognized rankings**
- 5.Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

Response: A. Any 4 or more of the above

File Description	Document
Quality audit reports/certificate as applicable and valid for the assessment period.	View Document
NIRF report, AAA report and details on follow up actions	View Document
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date.	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document
Link to Minute of IQAC meetings, hosted on HEI website	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.

Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words

Response:

Udupi Sri Admar Matha, one among the Ashta Mutts propounded by the **Dwaitha Philosopher Sri Madhawacharya**, is the promoter of our institution along with 39 institutions of eminence including **Poornaprajna Advanced Research Centre, Bangalore**. The founder **H.H Sri Vibhudesha Theertha Swamiji** had laid great emphasis on institutional responsibilities in nation-building by shaping the minds of youths physically and spiritually. The sense of Patriotism and the dignity of the labour were kept high on the institutional motives.

The college, through various cells and associations, conducts regular programmes to address gender equality and equity:

- A gender sensitization plan is laid out to guide all initiatives and to promote an environment where all genders are treated equally. This commitment to gender sensitivity reflects the institution's dedication to foster an inclusive learning atmosphere.
- Programs on self-defence, women's health and entrepreneurship are conducted every year which empower the girls and enhance self-confidence.
- College has an affiliation with POWER, a platform for women entrepreneurs that supports women entrepreneurs to explore entrepreneurial opportunities.
- The college organizes mentoring and counselling services to discuss issues that trouble the students. Mentors ensure that the mentees perform well.
- The Students Council and Students Welfare Council are instrumental in creating a positive and conducive environment for all students. These authorities are approachable, and students can seek guidance and support.
- The college is committed to provide equal opportunity to all genders is evident in the composition of various committees in the college. This gender-inclusive approach ensures that diverse perspectives are considered in decision-making processes.
- It is a very good sign that there have been no incidents of sexual harassment. This underscores the college's commitment to create a safe environment for all students.
- **Dr. Sukanya Mary J**, the Principal, leads by example. She is a trained NCC officer and noted theatre personality known for the popular drama "Guddeda Bhootha,".
- Ms. Vijayalakshmi as the College Office Superintendent, inspires female students to assume leadership roles.
- **Dr. Prajna Marpally**, Assistant Professor, practices the well-known Yakshagana – a traditionally male art form. She encourages students to forsake their inhibitions in pursuing the art.

- **Prof Durgalaxmi**, former IQAC Coordinator has started a Private school for Autism Students and made the world a better place for them.
- A notable increase in women's admissions,(**The five year average shows 35% women students which is exemplary for an evening college**) mainly from the working class, with some pursuing professional dreams (CA/CS/CMA) showcasing the college's significant contribution.
- **Ms. Thanvi Jagadish**, the only women surfer of India and an entrepreneur was our student during 2019-20 to 2021-22 and is a great inspiration to all the students.
- **The college celebrates and Commemorates days of national importance** such as Republic Day, Independence Day, National Youth Day Sadbhavana Diwas, Parakrama Diwas, Kargil Vijaya Diwas, World Hindi Diwas, Kannada Rajyostava, International Yoga Day, National Unity Day etc., which enables the students to cherish the ideals of sovereignty and integrity and to realise the importance of democracy.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

7.1.2

The Institution has facilities and initiatives for

1. Alternate sources of energy and energy conservation measures
2. Management of the various types of degradable and nondegradable waste
3. Water conservation
4. Green campus initiatives
5. Disabled-friendly, barrier free environment

Response: A. 4 or All of the above

File Description	Document
Policy document on the green campus/plastic free campus.	View Document
Geo-tagged photographs/videos of the facilities.	View Document
Circulars and report of activities for the implementation of the initiatives document	View Document
Bills for the purchase of equipment's for the facilities created under this metric	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

7.1.3

Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

- 1.Green audit / Environment audit**
- 2.Energy audit**
- 3.Clean and green campus initiatives**
- 4.Beyond the campus environmental promotion activities**

Response: A. All of the above

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	View Document
Policy document on environment and energy usage Certificate from the auditing agency	View Document
Green audit/environmental audit report from recognized bodies	View Document
Certificates of the awards received from recognized agency (if any).	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

7.1.4

Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

The inclusiveness initiative aims at fostering an environment where everyone, regardless of their race, ethnicity, gender, sexual orientation, abilities, or other characteristics, feels valued and included. The institutional efforts are as follows:

- **Sensitization Programs:** The College conducts sensitization programs to educate students and employees about their constitutional obligations, values, and responsibilities. This initiative aims to promote a sense of civic responsibility among the college community. Programmes on Civil Rights,, Constitution Day, Independence Day, National Integration Day, Awareness on POCSO and POSH, and Education on Child Sexual Abuse are conducted. The Electoral Literacy Club regularly organises Voter Enrolment drives and sessions on voter's rights. The Anti-Human Trafficking Club, Youth Red Cross, Red-Ribbon Club, Rovers and Rangers and NSS organise blood donation camps.

- **Cultural Celebrations to respect the Diversity :** The celebration of festivals of lights and other cultural events provide a platform for students and employees from diverse backgrounds to come together and celebrate cultural richness. These celebrations contribute to a sense of unity and shared experiences, promoting tolerance and understanding.
- **Vishwarpanam** is a unique programme organized under the aegis of the Admar Mutt. It aims at instilling values and nationalist sentiment.
- The college offers certificate courses in **Basic Konkani and Folklore Konkani** (jointly with Konkani Adhyayana Peeta, Mangalore University), Kaushalya Kannada, Hindi Translation, English Drama and Literature. The Konkani language is the **State Language of Goa** and learning a new language shows inclusiveness. The community surrounding speaks Tulu, Shivalli Tulu, Havyaka Kannada, Shirsi Kannada, Urdu, and Konkani which depicts empathy for all.
- **Inclusive Curriculum:** An inclusive curriculum ensures that students are exposed to a variety of perspectives, cultures, and experiences. This approach helps in broadening students' understanding of the world, fostering empathy, and promoting respect for diversity. The College offers a compulsory foundation course for first-year and second-year undergraduate students. The courses include the *Indian Constitution, Gender Equity, Environmental Science and Human Rights*.
- **Outreach Programs:** The institution is closely engaged with the surrounding communities through outreach programs and serves diverse communities. *Fund Raising Campaigns during the flood, and earthquake events in Kerala and Uttarakhand have created a sense of national belongingness.*
- COVID-19 awareness drives, Swaccha Udupi Drive, Beach Cleaning initiatives, Street Plays, Collage Making, Poster Making, Sessions on Sustainable Development Goals and Greenovation Week are institutional commitments to constitutional obligations.
- **College magazine:** Encouraging students to contribute to college magazines by writing articles on different languages, cultural practices, and regional diversities provides a platform for expression.
- The Students can join the **NCC Army and NCC Navy wing** functioning at the campus by Poornaprajna College, Udupi a sister concern of ours.
- **Observance of Special Days:** The observance of significant days such as Hindi Divas, Sanskrit Divas, Kannada Rajyotsava, Sadbhavana Diwas, Kargil Vijay Diwas, and Youth Day further reinforces the values of harmony, tolerance, and inclusivity.
- **Presenting clay crafts** to resource persons, not only promotes local pottery but also fosters awareness and socio-economic responsibility.
- **Mr Sumanth Hegde** of Final B. Com represented *Udupi Municipal Corporation* in **Meri Matti Mera Desha Abhiyana** in New Delhi.

These initiatives collectively contribute in creating an inclusive environment by addressing cultural, regional, linguistic, communal, and socioeconomic diversity. The college actively promotes harmony, tolerance, and a sense of unity among its students and employees.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

7.2 Best Practices

7.2.1

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

Response:

Practice 1: “Nivedana: A Community Connect Initiative.”

Objective:

This practice aims at making education more accessible, reduce paper waste, and empower economically disadvantaged students through the repurposing of unused papers into educational materials.

- Promoting equality in access to education by making educational materials accessible to students in need.
- By repurposing unused paper and promoting recycling, the project contributes to environmental sustainability.
- Fostering a more compassionate society by engaging the community, including volunteers and donors.
- Students from more privileged backgrounds may develop empathy and a sense of social responsibility.
- The project aims to have a lasting impact on the lives of these students, potentially breaking the cycle of poverty by improving their educational opportunities.

Context:

Nivedana is a proactive approach to community engagement and sustainability started on **12th January 2023**. This project not only helps repurpose unused materials but also addresses the critical issue of educational equity. By providing basic educational materials to students in need, it contributes to a more equitable education system and can significantly improve their learning outcomes. This combination of educational, environmental, and community-building goals is a wonderful way to benefit both disadvantaged students and the broader community. It's an effort that aligns with social responsibility and sustainability principles.

Practice:

Nivedana is an initiative that collects unused paper from our students and the general public with an intention to donate it to the needy. The drive is conducted in three phases during a year. The paper collection campaigns usually begin after the end of each semester, because students will be using new books for the next semester.

A box is placed in front of the college office, and donors are expected to place unused papers in it. An official notification by the college is posted and word of mouth spreads among the students and their contacts. Social media also plays a significant role.

Once the unused papers are collected and arranged systematically by volunteers, they will be weighed and given to local printers for binding. After the binding and labelling of the book, the team from the college will finalise the beneficiaries.

Evidence of Success:

- During **Phase I**, nearly **30 kgs** of unused papers were collected and **108 books** were made. **Phase II- 34 Kgs** of papers and **97 Books** This was given to the **Manchikodi Government School in Udupi**, where the majority of the students are children of migrant labourers.
- Created an awareness about environmental issues and the importance of recycling and waste reduction among the students.
- *Nivedana* fostered a sense of belongingness with the community among the students
- Student volunteers learned to balance their commitment to the project with their other responsibilities. The joy of bringing a smile on the face of the deprived made them involve with passion.

Problems Encountered & Resource Required:

1. Sourcing a continuous supply of papers is a challenge.
2. The aesthetics of the book may not be as polished as those produced commercially

Practice 2: “Spandana: Aspire to Inspire “

Objectives of the Practice:

- To help the students improve their cultural and artistic skills, from the expertise and experience of alumni in various cultural domains such as music, dance, theatre and art.
- To facilitate interaction between current students and the alumni, enabling them to expand their network within the cultural and artistic community
- To provide guidance and advice on how to face competitions: sharing strategies and insights gained from previous experiences.
- To encourage and motivate students, by sharing success stories and the journey of alumni who have excelled in their professional life.
- To make students understand how their artistic skills and experiences can be translated into career opportunities in the cultural and creative spheres.

The Context:

Spandana is an Alumni mentoring program where former students provide guidance and support to current students. Former students share their insights and strategies for success, aiding current participants. They expand networks, foster opportunities and offer constructive feedback for skill enhancement.

This practice preserves cultural traditions and sustains excellence. Moreover, alumni serve as role models, inspiring confidence among current students, and nurturing their creativity and passion for the arts.

The Practice:

Spandana, particularly in the context of cultural aspects, is a highly enriching practice that not only preserves and celebrates tradition but also fosters institutional connectivity with the alumni. The alumni trains the current students in various traditional dance forms of Karnataka and North India. Yakshagana, Huttari, Suggi Kunitha, Karga, Kamsale, Kangilu, Dandiya etc. are notable. These mentoring sessions typically take place during the late afternoon hours and on Sundays, allowing students to balance their academic commitments with their cultural learning.

Yakshagana is a traditional dance-drama form unique to Karnataka, blending vivid costumes, expressive storytelling, and rhythmic music. Alumni mentors help students understand the nuances of Yakshagana, from character portrayals to choreography, making them proficient performers. Staff coordinators will supervise the overall progress of the students.

Huttari and Suggi are agricultural festivals celebrated with vibrant dances. Alumni mentors may teach students the significance of these festivals, the accompanying rituals, and the energetic dance moves that go along with them.

Karga, Kamsale, and Kangilu are forms of ritual dances often rooted in devotion. These forms require students to not only master the dance steps but also understand the cultural and spiritual significance behind them. Alumni mentors can provide insights into the traditions, stories, and religious connections associated with these dances.

The mentoring sessions serve as a bridge between generations, preserving and passing down Karnataka's rich cultural heritage. They also promote a deep sense of cultural identity among students and instil in them a sense of pride for their traditions. It also reflects the commitment of alumni volunteers, who dedicate their time on weekends to ensure the cultural education of the next generation.

Evidence of success:

- Success of alumni mentoring is evident in laurels brought by students in the past five years. Students have participated in more than **64 events** organized by different institutes and have won overall championship awards, and **144 individual** prizes and progressed to state and national level participation.
- Alumni mentors' satisfaction and continued participation in the program can be a strong indicator of success.
- Evidence includes mentees demonstrating increased self-confidence, and leadership skills.

Problems encountered & Resources Required:

1. Keeping alumni engaged in the program over the long term could be a challenge. Alumni may have busy schedules and other commitments, making it difficult to ensure consistent participation
2. Financial constraint also hinders the practice.

File Description	Document
Any other relevant information	View Document
Best practices as hosted on the Institutional website	View Document

7.3 Institutional Distinctiveness

7.3.1

Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

“Poorna Palana: Cherishing the Journey of Growth”

Established in 1966 by H.H. Sri Vibudhesha Teertha Swamiji of Sri Admar Mutt, Sri Poornaprajna Evening College is dedicated to societal welfare with the motto "*Amritam Tu Vidya*" (Education is the continuous process). The institution fosters an egalitarian learning environment, offering opportunities for students to earn while learning and assisting professional students of CA and CS to pursue their professional courses during the day while continuing their degree education in the evening.

The diverse student base of the college includes working class, professional students, married women, and retired civil personnel. There is no age restriction for seeking admission to the evening college. The enrolment of women has increased over the years reflecting institutional inclusiveness and commitment to societal welfare. The institution nurtures its students to become patriotic, value-centered, ethical and contribute to the development of the country.

The uniqueness of the institution is highlighted by the following dimensions:

- **Equitable Education and Education for all ages:**

The college believes in *Education for all*, egalitarian in true spirit by offering scope for higher learning among people irrespective of caste or colour, higher or lower, young or aged. Promoting education for a continuous and inclusive journey for individuals at every stage of life, the institution caters to diverse students who aspire to learn; to whom age is just a number and intellectual prosperity is the priority.

- **Evening Study, Daytime Prosperity:**

The academic flexibility and the pedagogy adopted by the institution serve everyone in enriching their career goals. Students earn their livelihood during daytime and study during evening hours. This will enable the students to apply what they have learnt at the job to enrich themselves.

- **Humble Origins, Grand Achievements:**

The institution nurtures the individuals in such a way that they enrol as a job-seeker and turnout to be job creators once they are graduated. Students obtain entrepreneurial insights through institutional practises aligning with its vision. Students working in unorganized sectors have successfully transitioned to prominent roles in reputed *Multinational companies, Indian Railways, Postal Department* etc. highlighting the transformative impact of the college on its students.'

- **Value Education:**

Education without values is detrimental to society. Being an institution established by a spiritual centre, priority is given to values and ethos along with modern education. Frequent discourses on *Value Systems, Vishwarpanam, celebration of festivals*, and ***Graduation Day by worshipping Goddess Saraswathi*** are practices which show the institutional commitment to the value-centred growth of the students.

- **Academic and Beyond-Academic Support:**

The College has recorded an average **91%** results in the last five years and cent per cent results in PG Course throughout. The career progression of the students in professional courses and jobs is the indicator of institutional excellence. The College is an avenue for the consistent and sustainable progress of the students. Alumni of the college mentor the students by extending their support as facilitators and orient the students with their expertise and experience. Equal importance is given to sports and students get exposure to indoor and outdoor games. The College students have represented the university in several zonal-level events such as chess, table tennis, volleyball, cricket, karate, bodybuilding etc.

- **Cultural Hub**

The college stands as a cultural hub of Udupi District, serving as a nexus for diverse cultural activities, artistic expressions, and intellectual pursuits. Through various events and cultural initiatives, the college not only enriches the academic experience but also fosters community feeling, celebrating the vibrant cultural heritage of the region, and providing a platform for exploring and expressing their creativity. During the last Five Years, our students have taken part in **64 cultural events** and have won **144** group and individual medals in National and State level fests.

- **Students' Social Responsibility:**

The college envisioned with societal responsibilities, has conducted several outreach and extension programmes for community enrichment. NSS Unit of the college is conferred with the State Award in the year **2016-17** for community service. *Beach cleaning drives, Swacchath Rallies, Blood Donation Camps, Vaccination drives, plantation drives, Paryaya Karasewa* are some of the initiatives where students have exemplified their societal responsibilities.

Fund raising campaigns at the time of natural calamities, Self -stitched mask distribution, survey programmes to understand the problems of underprivileged, initiative to preserve historic monuments, waste management drives have made the students responsible citizens.

- **Greenovation and Green-vision:**

The Campus is surrounded by a lush green environment having several rare species of plants, a temple of **Vasuki (Abjaranya)** where a sense of compassion towards nature and creatures is developed.

Institutional green vision is visible through practices such as proper waste management, Project Nivedana, Green and Energy Audit, Green Campus Drives, MOU for Paper Waste Recycling and E-Waste.

- **National Development through Economic Stewardship:**

Our institution supports the country with Chartered Accountants, Company Secretaries, and Cost and Management Accountants who make crucial contributions to the economic development and regulatory compliances of the country. Over the years, graduates with different professional capacities have been produced by this institution. During the last 8 years, the institution has produced about **63 CA and 25 entrepreneurs**. Collaboration with the *Atal Incubation Centre, Nitte* has helped in fostering societal entrepreneurship among the students.

- **Distinguished Graduates:**

Visionary saint **Sri Sri Vishwaprasanna Theertha Swamiji**, Trustee of *Sri Rama Janmabhoomi Trust, Ayodhya*, is a proud alumnus of our institution. Sri Hari Narayana Asranna, Hereditary Trustee of Kateel Sri Durgaparameshawari Temple, Sri Jayakara Shetty Indrali, Managing Director, Badagubettu Cooperative Society, a century-old cooperative society of coastal region are notable alumni of the institution.

The institution has produced visionary business leaders, thinkers, academicians, spiritual leaders, and sports icons over the last 57 years. Notably, distinguished alumni such as **Mr. Yash Pal Suvarna and Mr. Lalaji R Mendon**, who have served the country as **Members of the Karnataka Legislative Assembly**, attest to the college's role in producing successful leaders.

Located in the coastal region, the college has supported students engaged in fishing for their livelihood and also empowered them to establish their ventures. We proudly acclaim that **Ms Tanvi Jagadish**, the only *woman surfer of the country* and an inspiring woman entrepreneur is our alumni.

The institution envisions a comprehensive approach to the overall development of students, fostering an environment that goes beyond academic achievement to nurture well-rounded personalities ready to excel in a dynamic world.

File Description	Document
Appropriate web in the Institutional website	View Document
Any other relevant information	View Document

5. CONCLUSION

Additional Information :

Sri Poornaprajna Evening College, Udupi stands as a distinctive institution with its unique evening schedule, steadfastly upholding quality assurance measures aligned with 21st-century standards. Despite the inherent challenges for evening colleges in adhering to NAAC standards, our institution has consistently demonstrated its commitment to excellence, successfully completed three cycles with noteworthy progress over the past five years and diligently implementing recommended improvements.

- With an unwavering dedication to meeting the expectations of aspiring students, the institution envisions the introduction of new courses. Notably, there are no cut-off marks for admission, as we aspire to cultivate individuals into "**Poornaprajnas**" embodying complete wisdom.
- Embracing the profound vision of **H.H. Swamiji**, who emphasized that "**A Nation's future can be shaped only through its young people**".
- At Poornaprajna institutions we prioritize the holistic development of the youth's intellect, spirit, mind, and body. Rooted in this philosophy, the institution has tirelessly served the community, yielding numerous entrepreneurs, academicians, professionals, and responsible citizens.
- We strive to reach the underprivileged and serve as a hub for quality education in the coastal regions of Karnataka. The students of South Canara, North Canara, Chikmangaluru and Shimoga districts are catered here.
- Our success is epitomized by the progression and professional accomplishments of our students, serving as the true measure of our impact.

Concluding Remarks :

The College, unwavering in its commitment, consistently weaves its goals and objectives into the fabric of value education through curricular, co-curricular, extracurricular, and student enrichment activities. A heightened focus on quality enhancement and infrastructure improvement reflects its dedication to the holistic development of students, a core principle articulated in its Mission statement.

Providing quality education irrespective of religion, caste, creed, language, cultural background, and socioeconomic status, the college ensures that every student has the opportunity to learn and showcase their talents.

In its progressive journey, the College has distinguished itself as a pioneer, being the first evening college in the district and the second in the state. Its proud legacy is adorned with illustrious alumni who have excelled as institution builders, administrators, academicians, chartered accountants, artists, jurists, politicians, sports achievers, and noted entrepreneurs. More importantly, these alumni stand as exemplary citizens and valuable human resources, with some attaining doyen status in their respective fields.

The establishment of **Sri Poornaprajna Evening College** was a manifestation of fervent faith embodying great ideals and inspiring values. As a result, the institution has earned goodwill and maintained a commendable track record in the field of education over its **57 years** of existence.

Throughout its journey, the College has consistently emphasized innovation, high standards of quality

education, a sense of discipline, and the cultivation of good character. Thriving on its commitment to impart affordable, inclusive, and quality education, the College aligns itself with its Motto, Vision, Mission, and Objectives.

This revered establishment occupies a unique position as the pinnacle of esteem in the hearts, minds, and perceptions of the public. The achievement of this narrative serves as evidence of the generous administration, committed educators, helpful personnel, students, graduates, Parent-Teacher Association (PTA), and collaborative stakeholders.

The ongoing focus is to guarantee the College sustains its standing and adheres to its benchmarks as it progresses towards elevated levels of distinction. It is a shared duty to showcase gradual development and continually endeavor to provide excellence at all times.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.3.2	<p>Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)</p> <p>1.3.2.1. Number of students undertaking project work/field work / internships Answer before DVV Verification : 313 Answer after DVV Verification: 298</p> <p>Remark : DVV has made changes as per prescribed format shared by HEI and values have been downgraded due to repetitive names.</p>																				
3.2.2	<p><i>Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years</i></p> <p>3.2.2.1. Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>15</td> <td>04</td> <td>02</td> <td>02</td> <td>02</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>04</td> <td>02</td> <td>02</td> <td>00</td> <td>00</td> </tr> </tbody> </table> <p>Remark : DVV has made changes as per prescribed format shared by HEI and values have been downgraded as those programs was not related to Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship</p>	2022-23	2021-22	2020-21	2019-20	2018-19	15	04	02	02	02	2022-23	2021-22	2020-21	2019-20	2018-19	04	02	02	00	00
2022-23	2021-22	2020-21	2019-20	2018-19																	
15	04	02	02	02																	
2022-23	2021-22	2020-21	2019-20	2018-19																	
04	02	02	00	00																	
3.3.1	<p>Number of research papers published per teacher in the Journals notified on UGC care list during the last five years</p> <p>3.3.1.1. Number of research papers in the Journals notified on UGC CARE list year wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>04</td> <td>05</td> <td>08</td> <td>06</td> <td>10</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	2022-23	2021-22	2020-21	2019-20	2018-19	04	05	08	06	10	2022-23	2021-22	2020-21	2019-20	2018-19					
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04	05	08	06	10																	
2022-23	2021-22	2020-21	2019-20	2018-19																	

04	02	03	02	01
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Remark : DVV has made changes as per prescribed format shared by HEI and values have been downgraded as those publication were not UGC care

3.3.2 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

3.3.2.1. Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
07	07	02	02	02

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
02	07	02	02	02

Remark : DVV has made changes as per prescribed format shared by HEI and values have been modified based on calendar year (JAN-DEC)

3.4.3 Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.

3.4.3.1. Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
81	45	21	26	11

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
24	20	9	15	03

Remark : DVV has made changes as per prescribed format shared by HEI and values have been downgraded as those publication were not NSS/ NCC

5.2.1 Percentage of placement of outgoing students and students progressing to higher education during the last five years

5.2.1.1. Number of outgoing students placed and / or progressed to higher education year

wise during the last five years

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
144	109	96	102	67

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
104	77	63	38	27

5.2.1.2. Number of outgoing students year wise during the last five years

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
215	204	218	216	170

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
215	204	218	216	170

Remark : DVV has made changes as per the report shared by the HEI

5.2.2 Percentage of students qualifying in state/national/ international level examinations during the last five years**5.2.2.1. Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
42	32	36	53	66

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
38	33	37	54	67

Remark : DVV has made changes as per prescribed format shared by HEI.

6.3.2 Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years**6.3.2.1. Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during**

the last five years

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
09	04	00	06	05

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
01	00	00	02	02

Remark : DVV has made necessary changes as per supporting's shared by HEI as per below link and have considered financial support more than 2000 as per below link <https://specudupi.ac.in/vp/download.php?id=268&token=BOTrmWMg7PjG0AMwax9tUKnLfiNhkUDT>

6.3.3 **Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years**

6.3.3.1. **Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
25	28	26	26	25

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
20	09	05	06	03

6.3.3.2. **Number of non-teaching staff year wise during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
12	13	13	13	13

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
12	13	13	13	13

Remark : DVV has made changes as per prescribed format shared by HEI and values have been downgraded due to repetitive names

2.Extended Profile Deviations

Extended Profile Deviations
No Deviations