



ST. FRANCIS DE SALES COLLEGE

A FRANSIAN INSTITUTE OF HIGHER EDUCATION

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Criterion 6

Governance, Leadership and Management



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.

Internal Audit – Even Semester 2022-2023

📍 Electronics City P.O., BENGALURU - 560 100, Karnataka, INDIA

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A FRANSALIAN INSTITUTE OF HIGHER LEARNING

Internal Audit Report

UG – Even Semester 2022-2023

The Internal Audit for the Postgraduate Departments was conducted between 6th August 2023 and 8th August 2023 by the AAA and IQAC.

Audit Members

S.NO	Member	Designation
1	Rev. Dr. Binu	Principal
2	Rev. Fr. Jijo Jose	Vice Principal
3	Prof. Annie Christila	Academic Coordinator - UG
4	Dr. Kanchana	Academic Coordinator - PG
5	Prof. Maya Mathew	IQAC Coordinator
6	Dr. Tharini	AAA Coordinator

The Observations and Suggestions of the Audit team are as follows:

S.NO	Criteria	Observations and Suggestions
1	Multidisciplinary/Interdisciplinary courses	<ul style="list-style-type: none">OEC papers are offered. More courses can be explored
2	Blended Learning	<ul style="list-style-type: none">Blended mode to be adopted for all the courses
3	Curriculum Design	<ul style="list-style-type: none">Course Plan prepared and executed
4	Academic Calendar	<ul style="list-style-type: none">Department Calendars are prepared
5	Add/on and Certificate Courses	<ul style="list-style-type: none">9 Certificate Courses were offered by all the departments in the Even semester

6	BOS/BOE	<ul style="list-style-type: none"> 41 faculty have been part of BOS/BOE
7	Integrating Cross-Cutting Issues	<ul style="list-style-type: none"> Cross-cutting issues were addressed through the courses
8	Experiential learning through project work/field work/internship	<ul style="list-style-type: none"> The number of industrial visits has improved Projects need to be taken up by students
9	Advanced and Slow Learners	<ul style="list-style-type: none"> Needs to concentrate on slow learners and advanced learners to be motivated to submit projects for funding
10	Student Centric Methods	<ul style="list-style-type: none"> More Student centric methods to be adopted as part of the teaching process
11	Use of ICT-enabled tools for teaching	<ul style="list-style-type: none"> More ICT tools to be explored
12	PO/CO	<ul style="list-style-type: none"> PO/CO Document is available in all the departments PO/CO attainment to be completed
13	Pass Percentage of students	<ul style="list-style-type: none"> Pass percentage is between 95-100% Result analysis to be carried out by all the departments
14	Grants received from Government and non-government agencies	<ul style="list-style-type: none"> 0 Departments need to send proposals to various organizations
15	Research Guides	<ul style="list-style-type: none"> 0
16	Research Projects	<ul style="list-style-type: none"> 1 seed funding project approved by the institution No funding from outside
17	Innovations	<ul style="list-style-type: none"> 1 patent filed Departments need to work on this
18	Research, IP and Entrepreneurship	<ul style="list-style-type: none"> 18 More programs to be conducted
19	PhDs registered per eligible teacher	<ul style="list-style-type: none"> NA
20	Research and Development	<ul style="list-style-type: none"> Percentage of paper publication in UGC CARE List to improve Percentage of faculty attending refresher course/orientation program to increase
21	Books and Chapters	<ul style="list-style-type: none"> 35 faculty have published
22	Extension activities	<ul style="list-style-type: none"> Good number of activities were conducted

23	Students' participation in extension activities	<ul style="list-style-type: none"> • 80% • All the students to participate in extension activities
24	Collaborative Activity	<ul style="list-style-type: none"> • 9 • Departments need to work on this
25	MOU	<ul style="list-style-type: none"> • 6 • Departments need to work on this
26	Capacity building and skills enhancement programs	<ul style="list-style-type: none"> • 28 • Quality programs to be conducted to help the students enhance their capacity
27	Vocational Courses	<ul style="list-style-type: none"> • Departments need to explore
28	Students progressing to higher education	<ul style="list-style-type: none"> • Percentage is less • Departments need to work on this
29	Students qualifying in state/national/ international level examinations	<ul style="list-style-type: none"> • Percentage is less • Departments need to work on this
30	Student Placement	<ul style="list-style-type: none"> • Percentage needs to improve
31	Best Practices	<ul style="list-style-type: none"> • The outcome of the best practices to be measured and recorded
32	Linkages	<ul style="list-style-type: none"> • 10 • More linkages with industry recommended

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Internal Audit Report

PG – Even Semester 2022-2023

The Internal Audit for the Postgraduate Departments was conducted between 6th September 2023 and 8th September 2023 by the AAA and IQAC.

Audit Members

S.NO	Member	Designation
1	Rev. Dr. Binu	Principal
2	Rev. Fr. Jijo Jose	Vice Principal
3	Prof. Annie Christila	Academic Coordinator - UG
4	Dr. Kanchana	Academic Coordinator - PG
5	Prof. Maya Mathew	IQAC Coordinator
6	Dr. Tharini	AAA Coordinator

The Observations and Suggestions of the Audit team are as follows:

S.NO	Criteria	Observations and Suggestions
1	Multidisciplinary/Interdisciplinary courses	<ul style="list-style-type: none">Preparation for NEP to be undertakenBoard of Studies from Bangalore University to be contacted to get information
2	Blended Learning	<ul style="list-style-type: none">Blended mode can be applied to other papers as well
3	Curriculum Design	<ul style="list-style-type: none">Course Plan prepared and executed
4	Academic Calendar	<ul style="list-style-type: none">Department Calendars are prepared
5	Add/on and Certificate Courses	<ul style="list-style-type: none">5 Certificate Courses were offered by the major departments in the Even semester

6	BOS/BOE	<ul style="list-style-type: none"> 8 faculty have been part of the BOS/BOE
7	Integrating Cross-Cutting Issues	<ul style="list-style-type: none"> Cross-cutting issues were addressed through the courses
8	Experiential learning through project work/field work/internship	<ul style="list-style-type: none"> 90% of the students participated in Internship 100% of students to have experiential learning
9	Advanced and Slow Learners	<ul style="list-style-type: none"> Needs to concentrate on slow learners and advanced learners to be motivated to submit projects for funding
10	Student Centric Methods	<ul style="list-style-type: none"> More Student centric methods to be adopted as part of the teaching process
11	Use of ICT-enabled tools for teaching	<ul style="list-style-type: none"> More ICT tools to be explored
12	PO/CO	<ul style="list-style-type: none"> PO/CO Document is available in all the departments PO/CO attainment to be completed
13	Pass Percentage of students	<ul style="list-style-type: none"> Pass percentage is between 95-100% Result analysis to be carried out by all the departments
14	Grants received from Government and non-government agencies	<ul style="list-style-type: none"> 0 Departments need to send proposals to various organizations
15	Research Guides	<ul style="list-style-type: none"> 1
16	Research Projects	<ul style="list-style-type: none"> 1 seed funding project approved by the institution No funding from outside
17	Innovations	<ul style="list-style-type: none"> 0 Departments need to work on this
18	Research, IP and Entrepreneurship	<ul style="list-style-type: none"> 21 More programs to be conducted
19	PhDs registered per eligible teacher	<ul style="list-style-type: none"> Bangalore university has approved the process
20	Research and Development	<ul style="list-style-type: none"> Percentage of paper publication in UGC CARE List to improve All faculty have attended the FDP/Refresher course
21	Books and Chapters	<ul style="list-style-type: none"> 11 faculty have published
22	Extension activities	<ul style="list-style-type: none"> Needs improvement
23	Students' participation in extension activities	<ul style="list-style-type: none"> 20% All the students to participate in extension activities

24	Collaborative Activity	<ul style="list-style-type: none"> • 4 • Departments need to work on this
25	MOU	<ul style="list-style-type: none"> • 4 • Departments need to work on this
26	Capacity building and skills enhancement programs	<ul style="list-style-type: none"> • 10 • Departments need to work on this
27	Vocational Courses	<ul style="list-style-type: none"> • PG can start vocational courses
28	Students progressing to higher education	<ul style="list-style-type: none"> • 5 • Departments need to work on this
29	Students qualifying in state/national/ international level examinations	<ul style="list-style-type: none"> • 3 • Departments need to work on this
30	Student Placement	<ul style="list-style-type: none"> • 25% • Departments need to work on this
31	Best Practices	<ul style="list-style-type: none"> • The outcome of the best practices to be measured and recorded
32	Linkages	<ul style="list-style-type: none"> • 3 • Departments need to work on this


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Internal Audit Report

Cells/Committees – Even Semester 2022-2023

The Internal Audit for the Cells/Committees was conducted between 16th August 2023 and 19th August 2023 by the AAA and IQAC.

Audit Members

S.NO	Member	Designation
1	Rev. Dr. Binu	Principal
2	Rev. Fr. Jijo Jose	Vice Principal
3	Prof. Maya Mathew	IQAC Coordinator
4	Dr. Tharini	AAA Coordinator

The Observations and Suggestions of the Audit team are as follows:

Criteria 1 – Curriculum Cell

S.No	Cell/Committee	Observations and Suggestions
1	Academic Council	<ul style="list-style-type: none">• Internship opportunities to be explored• The Academic Council should contribute more to placement initiatives
2	Curriculum Enrichment Committee	<ul style="list-style-type: none">• Certificate Course/Add On course marks to be considered as IA components• Courses that provided industry exposure to be offered

Criteria 2 – Teaching Learning Cell

S.No	Cell/Committee	Observations and Suggestions
1	Exam Cell	<ul style="list-style-type: none">• Exam Cell policy to be revised including all the components

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2	ICT	<ul style="list-style-type: none"> • ICT policy to be revised • Notifications to be sent for all the events • All the modules to be explored
3	OBE	<ul style="list-style-type: none"> • CO/PO documents needs to be approved by the HODs and submitted to OBE Cell. • CO/PO outcome to be completed
4	Mentoring Committee	<ul style="list-style-type: none"> • Regular meetings with mentees should be scheduled

Criteria 3 – Innovatory Cell

S.No	Cell/Committee	Observations and Suggestions
1	Research Cell	<ul style="list-style-type: none"> • SNS papers to be published with ISBN number • Research Policy to be revised
2	ASPIRE and IP Cell	<ul style="list-style-type: none"> • Reports to KSCST to be submitted • Incubation cell to be more active • IP Policy to be framed
3	Academy Industry Interaction Cell	<ul style="list-style-type: none"> • The cell should communicate the details to all the departments on time • International MOU to be signed • 15 MOUs were signed
4	DISHA	<ul style="list-style-type: none"> • Policy submitted. Needs review and revision. • All students to be part of Extension activities • Number of activities and beneficiaries to be recorded.
5	CSA	<ul style="list-style-type: none"> • Contribution to the society needs to be concentrated on • Number of activities to be improved
6	DFFA	<ul style="list-style-type: none"> • Activities related to farmers development to be conducted
7	Rangers and Rovers/KCD/NCC	<ul style="list-style-type: none"> • Electoral Club to be implemented • NCC Student's details to be recorded – their placement and higher studies details • More extension activities need to be conducted through NCC/KCD/Rangers and Rovers cadets

8	Red Cross/NSS	<ul style="list-style-type: none"> • 3 appreciation letters have been received • Congratulations on Unnat Bharat Abhiyan • A good number of activities have been conducted
9	Rotaract Cell	<ul style="list-style-type: none"> • Grants and awards to be explored

Criteria 4 – Facilities Cell

S.No	Cell/Committee	Observations and Suggestions
1	Library	<ul style="list-style-type: none"> • Benchmarks achieved • Library faculty to attend FDPs

Criteria 5 – Student Support Cell

S.No	Cell/Committee	Observations and Suggestions
1	Desalite Skill Development Cell	<ul style="list-style-type: none"> • NSDC and Skill Development Framework to be worked on more • Vocational courses to be explored • DSDC needs to be organizing skill development programs in collaboration with National Skill Development Bodies
2	Scholarship Cell	<ul style="list-style-type: none"> • Number of beneficiaries for scholarship has improved • More percentage of students to be benefitted
3	Competitive Exam and Career Guidance Cell	<ul style="list-style-type: none"> • Students to be motivated and oriented • Students to be connected with organizations for training • Number of orientation programs to be increased • Attention required more for first years and second years
4	Placement Cell	<ul style="list-style-type: none"> • Data base to be maintained • Course-wise meetings to be conducted

5	Amizade	<ul style="list-style-type: none"> • Department-wise placement data to be maintained and shared • Aggressive placement to be done
6	Counselor	<ul style="list-style-type: none"> • Psychology department to be a part of Counseling cell to help the students
7	Cultural Committee	<ul style="list-style-type: none"> • Database of student participating outside the college to be maintained • Identification of talents to be done
8	Sports Committee	<ul style="list-style-type: none"> • Students to be motivated to participate in various sports
9	Student Committee	<ul style="list-style-type: none"> • Student committee to become more active • They need to be motivated to contribute to the institution
10	Statutory Cells 1. Anti-ragging Cell 2. Grievance Redressal Cell 3. ICC 4. Equal opportunity Cell 5. Anti-trafficking Cell	<ul style="list-style-type: none"> • Cells to be active and concentrate more on the objectives of the cell/committee

Criteria 6 – Governance Cell

S.No	Cell/Committee	Observations and Suggestions
1	IQAC	<ul style="list-style-type: none"> • Quality check and improvement to be made in all areas
2	FEC	<ul style="list-style-type: none"> • DLH activities to be conducted • Faculty to be motivated to learn more
3	Admission Committee	<ul style="list-style-type: none"> • Reservation policy to be added to the admission policy
4	Ranking Committee	<ul style="list-style-type: none"> • To participate in various ranking frameworks

5	Magazine	<ul style="list-style-type: none"> • Magazine to be released on Annual Day
6	Newsletter	<ul style="list-style-type: none"> • Follow-ups are required for the final printing of the Newsletter editions

Criteria 7 – Best Practices Cell

S.No	Cell/Committee	Observations and Suggestions
1	Desalite Women Empowerment Cell	<ul style="list-style-type: none"> • Women entrepreneurs to be identified and encouraged
2	Desalite Nature's Club	<ul style="list-style-type: none"> • Green campus initiatives to be explored
3	Health Club	<ul style="list-style-type: none"> • MOUS to be explored and Doctors to be invited for health check-ups and orientation
4	NEDA/International Student Forum	<ul style="list-style-type: none"> • North East Community activities outside the campus to be explored
5	DCA	<ul style="list-style-type: none"> • Needs to work on constitutional values and activities
6	Discipline Committee	<ul style="list-style-type: none"> • Updated Code of conduct for students and staff to be prepared
7	Quills Quake	<ul style="list-style-type: none"> • Software to be procured • Media lab to be renewed
8	Gandhian Study Centre/Ambekar Study Centre	<ul style="list-style-type: none"> • Certificate courses can be provided
9	Innovation and Best Practices	<ul style="list-style-type: none"> • Certificate courses can be provided



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