



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>	ST FRANCIS DE SALES COLLEGE
Name of the head of the Institution	Dr. Roy P K
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	080-27836165
Mobile no.	9591981031
Registered Email	iqacatsfs@gmail.com
Alternate Email	principal@sfscolllege.in
Address	Electronic City, Bangalore
City/Town	Bengaluru
State/UT	Karnataka
Pincode	560100
<b>2. Institutional Status</b>	

Affiliated / Constituent	<b>Affiliated</b>
Type of Institution	<b>Co-education</b>
Location	<b>Semi-urban</b>
Financial Status	<b>Self financed</b>
Name of the IQAC co-ordinator/Director	<b>Prof. Maya Mathew</b>
Phone no/Alternate Phone no.	<b>08027832611</b>
Mobile no.	<b>9731832576</b>
Registered Email	<b>iqacatsfs@gmail.com</b>
Alternate Email	<b>iqac@sfscollege.in</b>

### **3. Website Address**

Web-link of the AQAR: (Previous Academic Year)	<a href="https://www.sfscollege.in/pdf/AQAR_018-2019.pdf"><u>https://www.sfscollege.in/pdf/AQAR_018-2019.pdf</u></a>
<b>4. Whether Academic Calendar prepared during the year</b>	<b>Yes</b>
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="https://www.sfscollege.in/pdf/UG%20Academic%20Calendar%202019-2020.pdf"><u>https://www.sfscollege.in/pdf/UG%20Academic%20Calendar%202019-2020.pdf</u></a>

### **5. Accrediation Details**

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
<b>1</b>	<b>A</b>	<b>3.11</b>	<b>2015</b>	<b>01-May-2015</b>	<b>30-Apr-2020</b>

### **6. Date of Establishment of IQAC**

**20-Oct-2012**

### **7. Internal Quality Assurance System**

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
<b>Importance of Experiential Learning in Humanities</b>	<b>28-Aug-2019</b> 1	<b>42</b>

Importance of Experiential Learning in Science	19-Sep-2019 1	69
Importance of Experiential Learning in Commerce	16-Sep-2019 1	75
Importance of Experiential Learning in Computer Science	24-Sep-2019 1	48
Importance of Experiential Learning in Higher Education	28-Aug-2019 1	42
Importance of Experiential Learning in Business Administration	29-Sep-2019 1	50
The Various Influences the Teacher has on a Student	01-Jul-2019 5	60
Quality Enhancement: Online Teaching, Learning and Assessment	12-May-2020 5	75
Stress Free Effective Working	02-Jul-2019 1	15
Soft Skills for Professional Effectiveness	08-Jan-2020 1	15
No Files Uploaded !!!		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
<b>No Data Entered/Not Applicable!!!</b>				
No Files Uploaded !!!				

**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View File](#)

**10. Number of IQAC meetings held during the year :**

4

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

Yes

Upload the minutes of meeting and action taken report	<a href="#">View File</a>																						
<b>11. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	No																						
<b>12. Significant contributions made by IQAC during the current year(maximum five bullets)</b>																							
1. Initiating Outcome Based Education process and integrating the same into the curriculum through ERP. 2. Participation in NIRF 2019 2020. 3. Preparing and Submitting SSR for NAAC. 4. Decentralisation of various Cell and Committees for the efficient functioning of the college. 5. As the pandemic set in, IQAC planned and supported the management in adopting to the online mode of teaching within a short frame of time.																							
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<b>13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year</b>																							
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center; padding: 5px;">Plan of Action</th> <th style="text-align: center; padding: 5px;">Achievements/Outcomes</th> </tr> </thead> <tbody> <tr> <td style="padding: 5px;">To adopt OBE Process</td> <td style="padding: 5px;">The OBE process helped students to identify their strength and weakness</td> </tr> <tr> <td style="padding: 5px;">To prepare for NAAC second cycle inspection</td> <td style="padding: 5px;">The compilation of all the documents helped in understanding the areas where progress needs to be made</td> </tr> <tr> <td style="padding: 5px;">To collaborate with industry and institutions</td> <td style="padding: 5px;">The collaborations helped in conducting programs for the development of the students</td> </tr> <tr> <td style="padding: 5px;">To adopt blended learning</td> <td style="padding: 5px;">The students and staff could adopt to the online mode of learning</td> </tr> <tr> <td style="padding: 5px;">Encourage staff to register themselves for PhD</td> <td style="padding: 5px;">Most of the staff registered themselves for PhD</td> </tr> <tr> <td style="padding: 5px;">To have more certificate and skill development activities for students</td> <td style="padding: 5px;">All the Students participated in certificate and skill development Courses</td> </tr> <tr> <td style="padding: 5px;">To enrich curriculum</td> <td style="padding: 5px;">Applied for approval for MBA and BBA Aviation programs</td> </tr> <tr> <td style="padding: 5px;">To conduct more research activities</td> <td style="padding: 5px;">Good number of seminars and orientation programs were conducted for the staff and students</td> </tr> <tr> <td style="padding: 5px;">To digitalise library</td> <td style="padding: 5px;">The process to Completely digitalize library was started</td> </tr> <tr> <td style="padding: 5px;">Plan to use solar powered energy outcome</td> <td style="padding: 5px;">Solar powered energy has been set in the college</td> </tr> </tbody> </table>		Plan of Action	Achievements/Outcomes	To adopt OBE Process	The OBE process helped students to identify their strength and weakness	To prepare for NAAC second cycle inspection	The compilation of all the documents helped in understanding the areas where progress needs to be made	To collaborate with industry and institutions	The collaborations helped in conducting programs for the development of the students	To adopt blended learning	The students and staff could adopt to the online mode of learning	Encourage staff to register themselves for PhD	Most of the staff registered themselves for PhD	To have more certificate and skill development activities for students	All the Students participated in certificate and skill development Courses	To enrich curriculum	Applied for approval for MBA and BBA Aviation programs	To conduct more research activities	Good number of seminars and orientation programs were conducted for the staff and students	To digitalise library	The process to Completely digitalize library was started	Plan to use solar powered energy outcome	Solar powered energy has been set in the college
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14. Whether AQAR was placed before statutory body ?	Yes
Name of Statutory Body	Meeting Date
Governing Council, SFS College	17-Aug-2021
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	26-Jul-2020
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripton and a list of modules currently operational (maximum 500 words)	<p>The college uses Campus Technology, Bangalore to manage the everyday functioning. The software meets the diverse needs of the college and helps in managing the institution and its resources efficiently. Many vital information such as daily attendance, the mark lists of students, assignment data and the like can be extracted at any time and can be used to know about the progress of students and work towards their betterment. Apart from supporting in tracking the progress and data of the students, it also supports maintaining the data of the staff and other stakeholders as well. It also helps in obtaining feedback from the stakeholders and analyzing the same to understand the strength and weakness of the institution. The modules that have been functional in the college includes: 1. Planning and Development 2. Administration 3. Finance and Accounts 4. Student Admission and Support 5. Examination Apart from Campus.Techology, the college website also functions in serving the needs of the stakeholders.</p>

## Part B

### CRITERION I – CURRICULAR ASPECTS

## 1.1 – Curriculum Planning and Implementation

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

The Bangalore University gives the tentative Academic Calendar of Events before the start of the Academic Year. In accordance with this guideline, at St. Francis de Sales College, the Academic Calendar is carefully planned by the Academic Council and IQAC and notified in the Academic Calendar. This Calendar is uploaded on the College website, displayed on the College notice board for further reference and distributed to students. It contains the schedule of the Internal and Model Examinations, the dates for the submission of various assignments, seminars, projects as well as the dates regarding internships, National and International conferences, Guest Lectures and FDPs. Besides, the date schedule of sports and cultural events, field trips, student tours, industry-academia meets, Departmental and Institutional events find a place in the Calendar. The College follows the schedule laid out in the calendar strictly and organises all events. The Academic Council and the IQAC collaborate and prepare an effective timetable that enables students to participate in all academic, co-curricular and extra-curricular activities as well as facilitates the blended teaching-learning process. This Academic Schedule is uploaded to the software, which facilitates for further documentation. The Faculty prepares the lesson plan (Course Plan), having been given a clear mapping of the Programme Outcomes (PO) and Course Outcomes (CO). The optimum delivery of knowledge within the stipulated hours is ensured by following the lesson plans, Academic Year plans and maintaining the logbooks. The delivery of the curriculum is further supported by eminent academicians, corporate trainers and industrial experts who interact with students. A few days are allotted for the students to pursue projects and take up internships while the timetable allots time to gain hands-on practical experience of what they learn inside the classroom. Experiential learning is given emphasis by ensuring that every Department organises Industrial Visits, Internship Programs, along with orientations and training for placement opportunities. Regular feedbacks are taken from all the stakeholders with respect to the Curriculum, and the suggestions are communicated by the Faculty to the respective University Departments.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Skill Development
Recruitment - II	Nil	06/08/2019	40	Employability as HR intern, specialist ,head or manager of HR department in any Company	Having completed this Recruitment Selection course, the students will be able to develop job specifications and person specifications to fit current recruitment needs of the business, to

					examine selection methods and their effectiveness.
Advance Search Engine Optimization	Nil	06/08/2019	40	Employability in SEO related jobs under any company	With this SEO, students will be able to learn SEO concepts and put them to use in industry-related simulations. Students who take this SEO training will learn ways to put their website at the top of a search engine result page and keep it there
Stress Management - II	Nil	06/08/2019	40	Employability in HR or Psychology related jobs in Companies	The students master the critical role and skill of an effective manager of stress and draw up their own action plan to address the most prominent issues in managing stress in the workplace.
Advanced Tally - II	Nil	06/08/2019	40	Advance Tally ERP is	This course will be filled with potential for easy and quick return filing, helping tax consultants

and sales companies to reduce the rejection of returns in the GSTN portal. purchase, payrolls, billing, sales, profit analysis and other concepts related to the practical application of Tally.

Advance Creating Documentary Videos	Nil	06/08/2019	40	Students will learn to edit, add narration and music to the documentary that was taken on the field. This course ensures employability in the media sector.	This course will enable the students to explore different ideas and learn to do research for documentary making
Advance Digital Communication	NIL	06/08/2019	40	Emphasis is placed on understanding system to design goals and to optimize the tradeoff among basic system parameters such as signal-to-noise ratio, bandwidth, etc	The students will understand the design goals and optimize the trade-off among basic system parameters such as signal-to-noise ratio and bandwidth.
GST	Nil	06/08/2019	40	The course gives a comprehensive insight about the principles and practical aspects of GST as well	The students will understand the importance and implications of indirect taxes (GST)

				as other nuances of the new indirect tax regime.	in the Indian and global economy and its contribution to the economic development.
Introduction to Cultural Studies - II	Nil	06/08/2019	40	This course will give an introduction to the various ways of understand ing culture. It will enable the students to explore the meaning of every day processes, places and way of commu nication.	The emphasis will be on the production, reception and consumption of cultural forms.
Power Conservation - II	NIL	06/08/2019	40	Employabil ity in energy power sectors	They will learn about the conventional resources and alternate energy resources. They will learn about several energy resources, uses and technologies besides analysing the present needs and future demands.
Short Film Making - II	Nil	06/08/2019	40	They will learn how to direct a film and deliver it s uccessfully. At the end of the	The students will learn about the fundamentals of short film making like

course, the students have to take a 2- or 3-minute videos and present their project for review. This course will help them to follow their passion as will enable them

Advance Adobe Photoshop	Nil	06/08/2019	40	Employability opportunities in Web designing, Product of portfolio designing	The students should be able to create new visuals, edit images, add effects and overlays, and eventually create professional designs.
Advance Computational Linguistics	Nil	06/08/2019	40	Employability in content design and development	The students will be able to understand the written and spoken language from a technological perspective and adopt to the new ways of language representation.
Advance Data Science	Nil	06/08/2019	40	Employability in IT related sectors	The main goal of this course is to help students learn, understand, and practice big data analytics

and machine learning approaches, which include the study of modern computing big data technologies and scaling up machine learning techniques focusing

Python	Nil	06/08/2019	40	Employability in R D in any sector	The student will be able to install and run the Python interpreter, create and execute Python programs, understand the concepts of file I/O, be able to read data from a text file using Python, plot data using appropriate Python visualization
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## 1.2 – Academic Flexibility

### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
PG Diploma	Psychological Counselling	11/10/2019
PG Diploma	HR Management	11/10/2019
MA	Economics	22/03/2019
MSc	Mathematics	11/10/2019
BSc	Computer Science, Journalism, Psychology	11/10/2019
BA	History, Economics, Sociology	11/10/2019
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### 1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the

affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
MA	Economics	01/07/2019
MSc	Mathematics	01/07/2019
BSc	Computer Science, Journalism, Psychology	01/07/2019
BA	History, Economics, Sociology	01/07/2019
PG Diploma	Psychological Counselling	01/07/2019
PG Diploma	HR Management	01/07/2019

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

	Certificate	Diploma Course
Number of Students	1258	21

### 1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Stress Management	06/01/2020	86
Advanced Python	06/01/2020	189
Advanced Data Science	06/01/2020	103
Advanced Computer Linguistics	06/01/2020	72
Advanced Photoshop	06/01/2020	126
Short Film Making	06/01/2020	88
Introduction to Cultural Studies	03/09/2019	67
Advanced Digital Communication	06/01/2020	60
Advanced Search Engine Operation	06/01/2020	138
Advanced Tally	06/08/2019	190

[View File](#)

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BCom	Travel and Tourism	38
MSc	Psychology	11
MCom	Finance	18
BA	Journalism, Optional English, Psychology	79
BA	Economics, History, Psychology	82

<b>BSc</b>	<b>Electronics, Computer Science, Mathematics</b>	<b>69</b>
<b>BSc</b>	<b>Physics, Chemistry, Mathematics</b>	<b>74</b>
<b>BBA</b>	<b>Business Administration</b>	<b>139</b>
<b>BCom</b>	<b>Commerce</b>	<b>225</b>
<b>BCA</b>	<b>Computer</b>	<b>103</b>
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#### **1.4 – Feedback System**

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

<b>Feedback Obtained</b>
<p><b>The Institution collects feedback on curriculum aspects and courses from different stakeholders such as the Students, Alumni, Faculty and Employers. Once the feedback is collated and analysed, all the relevant suggestions are considered and necessary actions are executed. The stakeholder's feedback questionnaire attributes to quantitative and qualitative answers, focused on the quality of the in-course content, pedagogy, learning material, views about theory/practical courses, and services extended to them by the College and University. The survey is opened to the stakeholders once in a year at the end of academic year to express their feedback/suggestions on the scheme, teaching-learning, and co-curricular activities later on, this feedback is analysed and shared with the concerned department. The appropriate suggestions are put forward to the Academic Council for implementation. Based on the feedback, valuable changes are recommended by the BOS to revise/shift the content of the course after obtaining formal approval from the Academic Council of the College. Regular meetings are also held with the representatives of the stakeholders, and matters pertaining to the growth of the Institution are deliberated and appropriate actions are taken.</b></p>

### **CRITERION II – TEACHING- LEARNING AND EVALUATION**

#### **2.1 – Student Enrolment and Profile**

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
<b>BCom</b>	<b>Commerce</b>	<b>400</b>	<b>335</b>	<b>316</b>
<b>BA</b>	<b>History, Economics, Sociology</b>	<b>60</b>	<b>7</b>	<b>6</b>
<b>BA</b>	<b>History, Economics, Psychology</b>	<b>60</b>	<b>52</b>	<b>45</b>

BA	Sociology, Economics, Psychology	60	11	9
BA	Journalism, Psychology, Economics	100	40	37
BCom	Travel and Tourism	60	35	32
BBA	Finance and Human Resource Management	120	93	82
BCA	Computer Application	80	63	58
BSc	Mathematics, Electronics, Computer	60	34	24
BSc	Psychology, Computer, Mathematics	60	43	37

[View File](#)

## 2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	2007	89	70	11	2

## 2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
83	83	20	47	47	15

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

The mentoring system in the college has been very instrumental in inculcating positive attitude and discipline among students. The mentor plays a significant role in the holistic development of students in the campus. The role of the mentor includes:

- To maintain the personal records of and personal contacts with students
- To monitor the class attendance of the ward
- To track the academic performance of the ward
- To advise upon the demeanour of students in the campus
- To guide students or refer them to the students' counsellor when it is required
- To evaluate the students once a month at a convenient time
- To submit the evaluation report to the Principal on the monthly basis
- To meet the parents if required
- To report regularly to the Principal on the group
- To advise on developing their communication skills, specifically, encourage them to speak in English in the campus

The mentor is responsible for the academic performance and personality development of the group

under his/her care. The mentor shall be a philosopher, guide, friend, counsellor and a teacher for his/her mentees. At St. Francis de Sales College, the Online Mentoring System acts as a platform where the transfer of knowledge and skills occur between teachers and students in the virtual mode. The teachers can clarify the subject related doubts to students, advise on the academic-related issues and suggest reference materials and the like. Once the modules are completed, the Online MCQ Test is conducted and their performance is assessed. This system reduces the workload of students as they have to just enter the required answers in turn, it enables the mentors to assess the kind of assistance that the students may need and help them improve their performance. Online Mentoring helps the mentors to give complete attention to every student studying under his/her mentorship. In order to achieve this, a rating system is also included using which mentors can easily evaluate and sort the performance of students and concentrate on those who need their guidance. This online mentoring system allows the mentors to dedicate more time whenever they wish and they can give more precise feedback that will help the students to deal with academic concerns and find solutions. Even when the students are not present in the campus, the teachers are accessible to solve any queries of the students online, through the POSTO APP. After the first exam, a Parent-Teachers Meeting (Sammilana) is conducted, generally, within a fortnight after the conclusion of exams. The details related to the performance and attendance of students is communicated to the parents. Students have to bring their parents without fail. The parents/guardians are encouraged to meet all the subject teachers and also the Principal if their ward's academic performance is not satisfactory. All the data pertaining to the students are confidential and it is accessible only to the mentors.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2007	83	1:24

## 2.4 – Teacher Profile and Quality

### 2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
83	83	Nill	22	8

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Lt. Sampath Kumar	Assistant Professor	Government of Karnataka Commendation
2019	Lt. Sampath Kumar	Assistant Professor	Covid-19 Warrior
2019	Lt. Sampath Kumar	Assistant Professor	Government of Karnataka - IC
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## 2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	A811	sixth semester	18/09/2020	13/11/2020
BA	A812	sixth	18/09/2020	13/11/2020

		semester		
BA	A813	sixth semester	18/09/2020	13/11/2020
BCom	C41	sixth semester	11/09/2020	13/11/2020
BBA	C26	sixth semester	14/09/2020	13/11/2020
BCA	SB7	sixth semester	14/09/2020	13/11/2020
BSc	S851	sixth semester	18/09/2020	13/11/2020
BSc	S852	sixth semester	18/09/2020	13/11/2020
MA	AEL	fourth Semester	13/10/2020	30/12/2020
MSc	SM8	fourth Semester	15/10/2020	31/12/2020
<a href="#">View File</a>				

## 2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The College assesses the learning levels of the students after admission and organizes special programmes for advanced learners and slow learners. We have a streamlined mechanism for continuous monitoring and evaluation of the students' performance. The strategies adopted to facilitate the learning process for slow learners are as follows: Assessing from class tests and other areas of criteria, the Class Mentor identifies students who display weak performances. The Mentor assesses the nature of their problems and motivates them in a friendly way to achieve their academic goals. Remedial classes are conducted to clarify doubts, to re-explain certain critical topics, to facilitate the learning process of the students who participate in Sports, NSS and NCC activities. This practice helps the struggling learners to update their subject knowledge and helps them catch up with their peers. Appropriate counselling with additional teaching, eventually, helps the students to attend classes regularly. Student Online groups are created to discuss and deal with the syllabus and curriculum further and thus, the mentors help students in understanding concepts. Slow learners who find the classroom teaching inadequate are supported by way of the clarification of their doubts, revision of concepts and assigning of additional assignments to strengthen their learning. Advanced learners are identified through their performance in examinations, their interaction in the class room and laboratory, their fundamental knowledge, their understanding of concepts and their articulation abilities etc. Advanced learners are given special courses and encouraged to do paper presentations and research and the reference books are made available for the same. Special Eligibility Tests are conducted and students who perform well are given monetary scholarships, certificates and awards to encourage them and help them perform better. The institution promotes independent learning that contributes to their academic and personal growth. Performances in both exams - Internal Exam and Model Exam - are considered for calculating Internal Assessment Marks (IA Marks) comprising of 30/50 marks out of the total of 100/150 marks fixed by the of the Bangalore University Examination Board. After taking admission is completed in the First Year, Bridge Courses are organised wherein the subject teachers inform the students regarding the criteria and granting of the IA marks. Students are motivated and trained to perform well in their examinations. The IA marks are awarded on the basis of a slab system that

considers their attendance, seminar presentations, assignments and the internal exams. This ensures an objective provision of marks based on the overall performance of the students.

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

The institution adheres to the academic calendar for conducting CIE. Two months before the commencement of the academic year, a two-day academic meeting attended by the Principal, the Vice-Principal and all the HODs will be held. In that meeting, the induction programme for the freshers will be discussed. Following this meeting, a meeting with HODs will be held and the following issues will be discussed: subject allocation and the dates of 1st Internal Exams and Model Exams for both the semesters of the academic year. These examination dates will appear in the college handbook presented to all the students and the college will follow the schedule mentioned in the handbook.

The college may advance or postpone the exams only during inevitable circumstances. The institution informs the students and parents about the schedule of the Internal and External examinations in the beginning of the academic year. The students are reminded well in advance by their subject teachers about the date of exams. The teachers also inform them about the portion to be covered for each exam. The previous years' external and internal question papers are made available in the library for the purpose of students' reference. The time table is displayed on the main notice board and a circular is also issued to each class regarding the same towards the end of the semester. Immediately after the Model Exams, marks are tabulated and the IA Marks of the students are carefully prepared. The students are also consulted to find out errors of omission or commission. Thereafter, it is submitted to the HOD for his/her scrutiny and then, it is submitted to the administrative office. The latter displays the same on the main notice board of the college before the commencement of university exams. The students are free to enquire from teachers about any discrepancy in the marks awarded to them. The faculty members are expected to provide the reasons for giving the said marks. If students are not satisfied with the answer, they can report this matter to the HOD and/or the Principal. The examination and assessments are carried out in accordance with the set academic timetable. The answer scripts of internal assessments are shown to the students. These scripts are evaluated within a week of the day of the exam and the marks are communicated to the students in the classroom. Furthermore, the marks and the performance of the students are conveyed to the parents in the parents-teachers meet and via messages and emails too. The results are declared to understand the learning level of students. A Board of Examination (BOE) is constituted with faculty members from different departments and staff from the administrative office for the smooth conduct of examinations. The BOE consults the Principal to conduct exams systematically: seating arrangements, the preparation of exam time table, timings, the code of conduct to be followed by the students, the instructions for invigilators, the instructions for academic office and the like.

## 2.6 – Student Performance and Learning Outcomes

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

<http://www.sfscollege.in/pdf/poco.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year	Number of students passed in final year examination	Pass Percentage

			examination		
A811	BA	Psychology Journalism Optional English	33	28	84
A812	BA	Sociology Economics Psychology	13	13	100
A813	BA	History Economics Political Science	9	9	100
C41	BCom	Commerce	189	162	85.71
C26	BBA	Business Administration	50	39	78
SB7	BCA	Computer Applications	63	49	77.77
S851	BSc	Maths Electronics Computer Science	20	14	70
S852	BSc	Physics Chemistry Maths	18	10	56
AEL	MA	English	4	4	100
SM8	MSc	Psychology	14	14	100

[View File](#)

## 2.7 – Student Satisfaction Survey

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

[https://sfscollege.in/pdf/Student\\_Satisfaction\\_Survey\\_2019\\_20.pdf](https://sfscollege.in/pdf/Student_Satisfaction_Survey_2019_20.pdf)

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Any Other (Specify)	90	Karnataka Fransalian Society	0.25	0.25
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### 3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Two Day Seminar on	Humanities	07/01/2020

Effects of Demonetization on Start-ups		
International Conference on Business Strategies For Sustainable Developmental Goals	Business Administration	23/01/2020
National seminar on Influence of IPR on Indian economy.	Business Administration	09/03/2020
Two-Day National-Level Webinar on Application of Science in Current Scenario	Science	21/07/2020
Two-Day Webinar on "Excellence in Higher Education: Emerging Trends and the Road Ahead"	Commerce, Humanities ,Science	27/07/2020
A workshop on research in signal processing.	Science	05/08/2019
Seminar on research approaches in English literature and literary theories	Humanities	08/07/2019
National Seminar on research on suicide prevention and role of psychologists	Science( Psychology)	27/08/2019
A Seminar on implementation of Modern Management tools through IPR	Business Administration	17/09/2019
National Seminar on role of Mathematics in Environmental research	Science	19/09/2019
Two day workshop on research and development on Robotics	Science	25/09/2019
Seminar on Research and application of linear algebra and statistics in data science	Science	08/10/2019
Workshop on research on alternative healing techniques	Science	09/10/2019
A two day workshop on government support system for Start ups	Business Administration	23/10/2019
Seminar on application of Network for research in data communication	Computer Applications	02/11/2019

A two day workshop on developing entrepreneurial skills.	Commerce	13/11/2019
National Seminar on Impact of GST on Entrepreneurship	Commerce	24/11/2019
Two Day Workshop on research and development in discrete mathematics	Science	03/01/2020

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
nil	nil	nil	Nill	Nill
No file uploaded.				

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

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
ASPIRE	ASPIRE	ESTAH	Farm to Kitchen	Farm to Kitchen	01/12/2019
No file uploaded.					

## 3.3 – Research Publications and Awards

### 3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
2000	3000	10000

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

Name of the Department	Number of PhD's Awarded
nil	Nill

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Humanities	16	0.5
International	Computer Applications	2	0.9
National	Business Administration	9	0
National	Commerce	15	1.5
National	Science	3	0
No file uploaded.			

### 3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Commerce	6
Business Administration	4

No file uploaded.

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Nil	Nil	Nill	Nill	Nill	Nill	Nill
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Nil	Nil	Nill	Nill	Nill	Nill	Nill
No file uploaded.						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Resource persons	1	4	Nill	Nill
Attended/Seminars/Workshops	24	45	Nill	Nill
Presented papers	6	5	Nill	Nill
No file uploaded.				

#### 3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Bicycle Rally for Kargil Diwas	NCC	6	100
Kargil Vijay Diwas	NCC	10	8
NCC Enrollment Camp	NCC	12	300
International Yoga Day	Red Cross	53	108
NCC Day Marathon	NCC	13	75
NCC Field Trip	NCC	17	75
World Water Day	NCC	9	50
Pulse Polio Drive	NSS	3	25

Self Defence	NSS	11	89
Weapon Training	NCC	14	180
<a href="#">View File</a>			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Social Outreach Program	Appreciation Letter	NGO - Estah	250
Pulse Polio Drive	Appreciation Letter	Primary Health Center, Bangalore	55
Cleanliness Drive	Appreciation Letter	Hebbagodi Police Station	100
Health is Wealth Program	Appreciation Letter	Assisi Home: Home cares for the blind, deaf and dumb students	115
Woman Empowerment Program	Appreciation Letter	NGO - Estah	150
Green India Drive	Appreciation Letter	Assisi Home: Home cares for the blind, deaf and dumb students	200
COVID Duty - Extension Activity	Appreciation Letter	Hebbagodi Police Station	100
Village Adoption Program	Appreciation Letter	Yalachavadi Gram Panchayat	54
Computer Literacy Program	Appreciation Letter	NGO- Estah	100
Best Institution	Award	NCC Directorate - Karnataka -Goa	149
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Public Awareness	CSA	Nukad Nataks	3	50
Public Awareness	CSA	Clean my city	7	40
Public Awareness	Natures Club	Marathon	20	100
Social Service	CSA	Village adoption	2	30
Farmers Support	DFFA	Farmathon	4	30

Farmers Support	DFFA	Tree plantation	5	40
Public Awareness	CSA	Drug Abuse Rally	13	100
Public Awareness	CSA	International Yoga Day	17	108
Social Service	NCC	National technology day	14	108
Public Awareness	CSA	Voters Awareness	14	108

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### 3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Online Training on MS Excel	ATMA College Students	SFS College	1
Workshop on Team building and Cohesion	SFS College Students	SFS College	1
Workshop on entrepreneurship development	SFS College - BSc Students	SFS College	1
Student Exchange	SFS College - B.Com and BBA students	SFS College	1

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#### 3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Student Support	Soft Skill and accent Training	Dominos Christo	24/09/2019	24/09/2019	91
Student Support	Program on awareness on mental Health	Vimalalaya Hospital	10/09/2019	10/09/2019	89
Student Support	Orientation on career in Music	De Sales Music Academy	21/08/2019	21/08/2019	78
Student Support	Career Guidance	Dominos Christo	07/08/2019	07/08/2019	40

Student Support	Orientation on aviation Program	Aptech	10/09/2019	10/09/2019	60
Student Support	Blood and Health Check Camp	Vimalalaya Hospital	17/10/2019	17/10/2019	200
Student Support	Workshop on Psychological Counselling	Suvidya College	23/10/2019	23/10/2019	120
Student Support	Art Activities	De Sales Music Academy	28/11/2019	28/11/2019	25
No file uploaded.					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
ESTAH Society	12/08/2019	Farm to Kitchen Training	104
Alphatech Academy	10/01/2020	Training on Python.	65
Aptech	20/02/2019	Training on personality development.	47
NICT	14/08/2019	Training on Tally	87
De Sales Music Academy	04/06/2019	Arts Activities	204
Domino Christo Academy	25/06/2019	UPSC Coaching	24
Geneva Business School	21/05/2019	Workshop on Team building and Cohesion	38
GMAC	30/09/2019	Soft Skill Training	90
Vimalalaya Hospital	19/06/2019	Free annual Health Camp	498
Creative Electronics	21/11/2019	Workshop on entrepreneurship development	50
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#### CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

##### 4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation

Budget utilized for infrastructure development

21247855

21247855

## 4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Newly Added
Seminar Halls	Newly Added
Laboratories	Newly Added
Classrooms with LCD facilities	Newly Added
Seminar halls with ICT facilities	Newly Added
Video Centre	Newly Added
Others	Newly Added
No file uploaded.	

## 4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
KOHA	Fully	18.11.02.000	2011

## 4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	10899	971396	1075	231757	11974	1203153
Reference Books	398	246011	15	12577	413	258588
e-Books	21980	26890	27964	8640	49944	35530
Journals	22	279645	5	47814	27	327459
e-Journals	10809	7390	13064	3290	23873	10680
Digital Database	32789	35170	41028	13570	73817	48740
CD & Video	263	890	4	1640	267	2530
Library Automation	11297	50400	1090	15400	12387	65800
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## 4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives &amp; institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Mr. Prakasha	KANNADA Pampa Gen_level1	LMS-Campus Technology	27/06/2019
Mrs. Chitra	Export Import Documentation_Video	LMS-Campus Technology	17/06/2019

Ms. Noor Nigar	Interview Techniques	LMS-Campus Technology	06/06/2019
Mr. Kumara	Vasishta vishwamithrara samvada video 3	LMS-Campus Technology	01/06/2019
Mrs. Kusuma	JOURNALISM _VIDEO 3	LMS-Campus Technology	30/06/2019
Mr. Gurubasavaraja	DIRECT TAX PLANNINGMARGINAL COST	LMS-Campus Technology	29/06/2019
Mr. Xavier J Stalin	Career Planning	LMS-Campus Technology	29/06/2019
Prof. Maria Priya	Managerial skills_Barriers to Communication	LMS-Campus Technology	29/06/2019
Mrs. Siny	Financial AnalysisADVANCED E-BUSINESSE-COMMERCE UNIT - II	LMS-Campus Technology	28/06/2019
Mr. Mahesh	Business economics video 3	LMS-Campus Technology	26/06/2019

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#### 4.3 – IT Infrastructure

##### 4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	158	82	158	3	3	21	6	150	0
Added	65	59	65	4	4	1	1	0	30
Total	223	141	223	7	7	22	7	150	30

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

150 MBPS/ GBPS

##### 4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
SFS Digital Centre	<a href="http://www.sfscollege.in/SFS_DIGITAL_CENTRE.php">http://www.sfscollege.in/SFS_DIGITAL_CENTRE.php</a>

#### 4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
--	--	--	--

4553100

4553100

1500000

1314846

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

**STANDARD OPERATION PROCEDURE (SOP)** The Institution's maintenance (end to end) has been always managed by the Principal, Vice-Principal and the Administrator.

The SFS management oversees the estate and maintenance of general infrastructure, buildings, classrooms, laboratories, hostels, cafeteria, sports facilities, utilities, lawns, etc. **PHYSICAL INFRASTRUCTURE MAINTENANCE** The physical infrastructure is maintained by a dedicated team of in house Plumbers, Electricians, Carpenters, mechanics as well as External Service Providers (ESP) under the supervision of the Maintenance Officer. The college has appointed a full-time Maintenance Officer to oversee the maintenance of the estate, buildings, classrooms, laboratories and other infrastructure. He is in-charge of regular upkeep and maintenance as well as renewal of Annual Maintenance Contract for the utilities. The job profile of the Maintenance Officer includes

- Liaising between the Management and Service providers.
- Renewal of Annual Maintenance Contract
- Regular supervision and maintenance of classrooms, labs and other facilities
- Maintain campus signage
- Maintenance of electrical connections and fittings
- Regular maintenance of power back up facilities
- Waste segregation and Garbage clearance
- Upkeep of lawns and driveways
- Ensuring the optimum working condition of all properties/ equipment on the campus through annual maintenance contracts (AMC), external service providers (ESP) and internal staff
- The AMC purview includes maintenance of Generator, Air Conditioners, CCTV cameras and Water Purifiers.

**MAINTENANCE OF COMPUTER HARDWARE AND SOFTWARE** The institution has appointed qualified full-time system administrators to maintain Computer Labs, Network and College Websites. The institution has an annual maintenance contract in place with hardware suppliers for the maintenance of computers and their accessories and also with software vendors for regular up-gradation. **MAINTENANCE OF LAB EQUIPMENT** The equipment in the departmental laboratories and the research centre is constantly upgraded and maintained by the respective Departments through Annual Maintenance Contract with respective vendors. **MAINTENANCE OF SPORTS FACILITIES** The sports facilities both at the college stadium and in the college campus is maintained by a dedicated maintenance team whose job profile includes watering and rolling of the grounds, de-weeding of the grounds and maintaining the other sports equipment. The general maintenance of sports facilities is undertaken by the maintenance officer and supervised by the Principal, Vice-Principal and the Administrator. **MAINTENANCE OF LIBRARY** A dedicated team of support staff is allocated for the library to keep the library premises clean and dust-free. The job profile of the support staff includes dusting off the books on a daily basis, dusting the library furniture and cleaning the carpet area. The institution has formed a library committee to oversee the general maintenance of library infrastructure, availability of books, sorting and arrangement of books in the racks and also ensure that the students are happy with library facilities and service. **MAINTENANCE OF LAWNS** The institution appointed a dedicated team of gardeners and supervisory staff for maintaining the green cover of the campus. Waste segregation and vermi-compost facility have helped in generating healthy manure for the garden area and lawns on the campus.

<http://www.sfscollege.in/pdf/SOP.pdf>

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
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Financial Support from institution	Institutional Scholarship- learn at SFS	169	390450
Financial Support from Other Sources			
a) National	Fr. Peter Mermier Scholarship	135	1255332
b) International	DISF	38	2964800

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Life Skills-A Session On Disaster Management	23/07/2019	60	Mr. Ranjith Kumar- Disaster Management Expert
Soft Skills - Development of Interpersonal Skills	04/01/2020	181	SFS Placement Cell
Soft Skills-Time Management	16/10/2019	50	SFS Placement Cell
Soft Skills- Building Interpersonal Skills	04/02/2020	40	Mr. Anup Jacob- Faculty Of Psychology, Jyothi Nivas Collge
Soft Skill Development	13/09/2019	51	Anjali T,V(Hr)
Soft Skills- Improving Leadership Skills	10/10/2019	69	SFS Placement Cell
Soft Skills- Skills Of Problem Solving	25/10/2019	25	SFS Placement Cell
Soft Skills-Know The Nucleus	11/09/2019	65	SFS Placement Cell
Life Skills- Health And Hygiene Programme	15/07/2019	149	Dr. Manjunath(Director Jayadeva Institute Of Medical Science.)
Life Skills- International Yoga Day	21/08/2019	150	Anand Mehrotra(Founder And Master In Sattva Yoga Academy)

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Guidance for Competitive Examinations - National Eligibility Test Coaching	85	Nill	Nill	Nill
2020	How to crack interview	Nill	112	Nill	8
2019	Coaching on Aptitude Test	Nill	98	Nill	2
2019	Time Management for Competitive Exams	113	Nill	Nill	Nill
2019	Career Counselling on Banking Jobs	Nill	143	Nill	10
2019	Guidance for Competitive Exams - SSC Central Government Recruitment Exams	136	Nill	Nill	Nill
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
73	73	7

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Alpha Tech	75	8	Bangalore Police	7	5

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	1	B.Com	Commerce	ISBR, Bangalore	MBA
2019	1	B.Com	Commerce	Oxford college, Bangalore	MBA
2019	1	B.Com	Commerce	Jyothi Nivas College, Bangalore	MBA
2019	9	B.Com	Commerce	SFS College, Bangalore	M.Com
2019	1	B.Com	Commerce	Christ Academy, Bangalore	M.Com
2019	1	BCA	Computer Science	Surana College, Bangalore	MCA
2019	3	BCA	Computer Science	Oxford College, Bangalore	MCA
2019	1	BCA	Computer Science	TJohn College, Bangalore	MCA
2019	6	BCA	Computer Science	Christ University, Bangalore	MCA
2019	2	BA(JPE)	Psychology	SFS College	MSc Psychology

5.2.3 – Students qualifying in state/ national/ international level examinations during the year  
(eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
<b>No Data Entered/Not Applicable !!!</b>	
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## 5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
PRATHIBHA 2019	College	150
RAZZMATAZZ 2019	National	100
Kotinos 2K19	College	62

Graduation Day 2K19	College	89
Pravega 2K19	College	60
Sayanora 2K19	College	61
Vihaan and Shubarambh 2K18	College	68
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### 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Football	National	1	Nill	17NCSB7062	TULASI KUMARI H
2019	Football	National	1	Nill	18NCC41084	JAYSHREE DHAMA
2019	Football	National	1	Nill	19NCC41061	DEEPA RM
2019	Football	National	1	Nill	19NCC41245	SHILPA V
2019	Football	National	1	Nill	19NCS85086	JANVI S
2019	Basketball	National	1	Nill	17NCC41085	JERIN C JOHN
2019	Cricket	National	1	Nill	17NCC41084	SUMANTH P
2019	Cricket	National	1	Nill	17NCC41037	DIWAKAR
2019	Football	National	1	Nill	17NCC41150	RAMYA H
2019	Tug of War	National	1	Nill	17NCC41150	A SURYA PRAKASH

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

The College Student Council consists of the student representatives representing the students' community in the campus. This council plays a significant role in the governance of the College by way of sharing the students' concerns and grievances. The Council is also a forum for them to develop and demonstrate their leadership abilities. At St. Francis de Sales College, the Students' Council is elected every year to foster the talents of the students in the College as well as give them the opportunity to voice their concerns. The Student's Represented Body has two levels: Class Level Representatives and College Student Council. At the class level, class representatives among boys and girls, sports and cultural representative are elected. For the Student Council, the Chairperson, Secretary, Cultural and Sports Secretaries and their Deputies are elected. All elections take place with a democratic process. Various criteria including having a good academic

performance and no record of suspension or backlogs are considered in the election of the nominees. The nominations received are scrutinized by the Election Commission. The nominees for the Student Council are given an opportunity to present themselves to the entire student community with the "Meet the Candidate" program. The casting and counting of votes are done in the respective classes with the help of the Class Mentor and the returning officers. The final counting is done in the presence of the Principal, the Vice-Principal, the contestants and the returning officers, and the winners are announced by the Principal. The Student Council provides opportunities for students to engage in a participative partnership with the teachers, students and the management in the good functioning of the College. Regular meetings are held to discuss the progress, requirements and initiatives for the holistic growth of the College. The Student Council enhances communication between students, staff and the management, fosters an environment conducive to educational and personal development, promotes friendship and respect among pupils and represents the views of the students on matters of general concern. They assist in organizing and developing sports and cultural activities and organise events involving a wider community. Initiatives are also taken to organise events and programs with a social concern like outreach programs, adopting schools and villages, health drives etc. The Faculty Representative of the Student Council animates and guides the meetings, and constantly monitors the progress and contributions of the Student Council.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The Alumni Meet of the association is a gathering of the graduated students of the institution and the institution feels proud of meeting its successful alumni during this meet. The alumni community shares their experience in the world outside the campus after their college days. This meet serves as a platform for the college to identify its most distinguished alumni. The Alumni Association of the College is named SFS AMIZADE ASSOCIATION, which is a Registered Body. The word Amizade is a Portuguese word which means "friendship". The association holds its annual meeting on the second Sunday of August every year (commemorating Friendship Day). It is a beautiful moment for them to relive their College days. It brings together the alumni from different walks of life. It always serves as a cherishable moment as the day brings back the memories of many college events and joyful moments experienced at St. Francis de Sales College. This provided an opportunity to meet their beloved friends and revered teachers and renew their fellowship. A formal event by the alumni committee members is organized. During the event, the college management and alumni share their memories. A review of the previous year's action plan and the goals achieved are also discussed. The alumni of the college pledge their continuous support to the institution during the meet. Elections for the various portfolios of the Association are held and members are elected by a formal process of voting. The elected members serve for one year and take up the duties of communicating with the Alumni and conducting activities for the Alumni and supporting their juniors. The Alumni also discusses the events to be conducted for the upcoming year. These programs include motivational talks, sponsorship for various causes, placement support, regular meetings, donations for the institution and networking and collaboration.

5.4.2 – No. of enrolled Alumni:

309

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

## 5.4.4 – Meetings/activities organized by Alumni Association :

1. Conducted periodic meetings of the committee to chalk out plan of action. 2. Supported in placements drives. 3. Financial assistance for the students who were affected by the pandemic. 4. Collected old books for the students who were badly affected by pandemic. 5. Conducted awareness session to students and faculties about the pandemic. 6. Conducted training sessions on industry practices and professional approach by industry professionals. 7. Conducted personality development training, interview answering skills and confidence building programs. 8. Interacting with unemployed ex- students to find probability of employment with reference of professionals. 9. Conducting social welfare activities such as blood donation, health awareness programs, tree plantation, cleanliness drive etc.

**CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT****6.1 – Institutional Vision and Leadership**

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

**DECENTRALISATION** The IQAC worked on structuring the working system of the college. The college has around 70 Cells, Committees, Department Clubs and Associations. All these Cells, Committees, Department Clubs and Associations were structured under seven categories and coordinators were appointed for the seven categories. The coordinators were given the responsibility of organising various programs and coordinating the events conducted by the cell and committees under them. The coordinators were given complete freedom in coordinating the cells and committees and their leadership qualities were seen in the way they handled the affairs of their cells and committees. As a output of this process the institution saw a good number of programs organised.

**PARTICIPATIVE MANAGEMENT** The institution started with conducting skill development courses using the online mode at the beginning of the year. But as the pandemic set in the college has to adopt to the online mode and the transition took place within a week as the college faculty and students were already introduced to the blended mode of teaching. All the faculty and students immediately moved from offline teaching to online teaching. The teachers participated in various orientations on online teaching and took the responsibility on them to orient the students as well. As mentioned, the transition was smooth and classes were conducted regularly which benefited the students in a great way.

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

Yes

**6.2 – Strategy Development and Deployment**

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

Strategy Type	Details
Admission of Students	Applications received from students are scrutinised and eligible students are called for counselling by the college. Pre- admission counselling is available for students to select their area of interest and select their courses. Admission of students is done on merit basis. The college encourages first generation learners and special

	<p>attention and counselling is given to such students. Various scholarships are available for the financially weak section of the students to encourage them to continue their studies.</p>
<p><b>Industry Interaction / Collaboration</b></p>	<p>With the world becoming a global village, the students need to train and equip themselves to be industry ready for this competitive world. The institution aids in their development by creating a space where the industry and the institution collaborate. This interface will help the students learn from experience and gain knowledge from the experts from industry. The institution has signed MOUs with various industries and institutions to create a cross-cultural learning experience for the students.</p>
<p><b>Human Resource Management</b></p>	<p>The HR takes care of all the queries of the staff and the counsellor addresses the problems of the students as well as the staff. Various cells and committees' function to take care of the smooth functioning of the college. A Staff secretary is selected at the beginning of the year to address the needs of the staff. A student council is elected every year to support students and for the better functioning of the college.</p>
<p><b>Library, ICT and Physical Infrastructure / Instrumentation</b></p>	<p>Every year the library purchases good number of books for the benefit of the staff as well as students. Inflibnet facility has been enabled. New Journals and newspapers are added every year. ICT has been enabled in the classrooms for the benefit of the student learning process. Internet has been enabled in library for students and staff usage. More number of computers has been added to the digital library.</p>
<p><b>Research and Development</b></p>	<p>The research Centre aims to nurture research culture in the college by promoting research in newly emerging and challenging areas. The staff and students are encouraged to present and publish papers in reputed journals and various colleges. The college conducts seminars, Conference and National level seminars to provide an opportunity for the students to develop research activities. International level conferences are also organised for the students to experience the international atmosphere of research.</p>

activities.

<b>Examination and Evaluation</b>	<p>The Examination and evaluation are done by the Bangalore University as the college is affiliated to the university. Regular assessment tests are conducted. Assignments and seminars are given to the students to assess their proficiency. The Internal assessment is a transparent process where the students know their IA marks and on what basis it is been allotted. Regular parents-teachers meeting is conducted to update the parents of their ward's status. Remedial classes are conducted for the slow learners.</p>
<b>Teaching and Learning</b>	<p>Teaching and Learning Innovative teaching methods are adopted by the staff to mould the students into better citizens and make them industry ready. Student Centric approach is adopted for the overall development of the students. A course plan is designed and adopted for teaching in a well-planned manner. Technology driven learning by using ICT tools available in the college. Skill Development programs are conducted at regular intervals. Research and development are given importance and the staff guide the students to prepare and present papers at various colleges.</p>
<b>Curriculum Development</b>	<p>The College is affiliated to Bangalore University. The College follows the syllabus of the University. Added to it various Certificate courses and Value Added Courses are introduced as part of the curriculum for the holistic development of the students. Various seminars and guest lectures are conducted to enhance the students' skills.</p>

#### 6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
<b>Planning and Development</b>	<p>CAMPUS.TECHNOLOGY Level 7, Far Greenheart, Manyata Tech Park, Outer ring Road, Bangalore 560045 Ph: 8067819805</p>
<b>Administration</b>	<p>CAMPUS.TECHNOLOGY Level 7, Far Greenheart, Manyata Tech Park, Outer ring Road, Bangalore 560045 Ph: 8067819805</p>
<b>Finance and Accounts</b>	<p>AIR PAY and CAMPUS.TECHNOLOGY Level 7, Far Greenheart, Manyata Tech Park, Outer ring Road, Bangalore 560045 Ph:</p>

	8067819805 Integro Infotech and Consulting, S2, 2nd Floor, No. 34, Kensington Rd, Sindhi Colony, Ulsoor, Bangalore - 560042. Ph: 8050074851
Student Admission and Support	SFS College Website and App Integro Infotech and Consulting, S2, 2nd Floor, No. 34, Kensington Rd, Sindhi Colony, Ulsoor, Bangalore - 560042. Ph: 8050074851 CAMPUS.TECHNOLOGY Level 7, Far Greenheart, Manyata Tech Park, Outer ring Road, Bangalore 560045 Ph: 8067819805
Examination	CAMPUS.TECHNOLOGY Level 7, Far Greenheart, Manyata Tech Park, Outer ring Road, Bangalore 560045 Ph: 8067819805

### 6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Geetha P S	Trends and Patterns in Venture capital/ Private Equity in India : A Review	NA	2000
2020	Sailaja M	Annual international conference on Data Science , Machine Learning, and blockchain technology	NA	2000
2019	Anitta P John	Globalization, innovations in technology and consumer protection	NA	2000
2019	Lavin Bhawnani	Study on impact of blockchain technology in Indian banking sector Study on impact of blockchain technology in Indian banking	NA	2000

		sector		
2019	Druva Kumar S	Study on impact of blockchain technology in Indian banking sector	NA	2000
2019	Johnson Pereira	Study on impact of blockchain technology in Indian banking sector	NA	2000
2019	Vanitha T	Green Banking	NA	2000
2019	Xavier J Stalin	Green Banking	NA	2000
2020	Lavin Bhawnani	Role of Digitalisation in simplifying the export and import procedure and documentation	NA	2000
2020	Johnson Pereira	Role of Digitalisation in simplifying the export and import procedure and documentation	NA	2000
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	The Various Influences the Teacher has on a Student	NA	01/07/2019	05/07/2019	60	Nill
2020	Quality Enhancement: Online Teaching, Learning and	NA	12/05/2020	16/05/2020	75	Nill

Assessment						
2019	NA	Stress Free Effective Working	02/07/2019	02/07/2019	Nill	15
2020	NA	Soft Skills for Professional Effectiveness	08/01/2020	08/01/2020	Nill	15
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Quality Enhancement: Online Teaching, Learning and Assessment	75	12/05/2020	16/05/2020	5
The Various Influences the Teacher has on a Student	60	01/07/2019	05/07/2019	5
Inclusive procedures and process in assessment and accreditation by NAAC	3	30/06/2020	04/07/2020	5
Highlights and Implementation of National Educational Policy 2020	2	24/08/2020	28/08/2020	4
Archetype shift in teaching and learning	2	21/05/2020	25/05/2020	5
Mathematical modelling in multidisciplinary domain	2	01/06/2020	07/06/2020	7
Implications of Covid -19 on world economy	1	20/05/2020	22/05/2020	3
Post Vivid -19	1	18/05/2020	21/05/2020	4

<b>Rejuvenation</b>				
Post pandemic panorama of Indian Economy	1	08/06/2020	13/06/2020	6
Reconfiguring the mind: Post Vivid consciousness	1	23/06/2020	27/06/2020	5
<a href="#">View File</a>				

#### 6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
86	86	48	48

#### 6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
1. Medical reimbursement on deserving cases 2. Scholarships to the children of staff members, studying under the same umbrella of institutions 3. Festival bonus for staff 4. Provision of Laptop to staff on an easy monthly installment 5. Reimbursement of registration amount for attending research activities. 6. Funding for research projects. 7. Bus facility for staff	1. Financial support for staff whose kin has passed away 2. Interest free loans for repair and construction of houses 3. Scholarships to the children of staff, studying under the same umbrella of institutions 4. Festival bonus for staff 5. Bus facil	1. Scholarships for Financially weak 2. Scholarships for rank holders 3. Scholarships for SC/ST 4. Endowments given on College Day for rank holders 5. Counsellor available in the College Campus 6. Support for Placement 7. Grievance addressal committee

### 6.4 – Financial Management and Resource Mobilization

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

St. Francis de Sales College conducts Internal and External Audit every year. The Finance Administrator along with the Finance Team conducts the Internal Audit. This audit takes place in the last month of the financial year. All the financial records of the Institution, including that of the expenditure and income - invoices, vouchers, bank transfer details, salary details of the staff, policy documents, MOUs etc are scrutinised and checked. These details are collated and furnished to a professional auditing firm to prepare the necessary follow-up documents including the balance sheets. The External Audit is conducted by a team of CA from a professional organisation and they verify all the financial accounts of the institution. All the data needed is submitted by the Manager of the Institution. The Management tracks all the auditing and maintains a record of the proceedings.

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

Name of the non government	Funds/ Grnats received in Rs.	Purpose

funding agencies /individuals		
Karnataka Fransalian Society	7516925	Academic and Research
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6.4.3 – Total corpus fund generated

10001

## 6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	St. Claret College, Bangalore	Yes	IQAC
Administrative	Yes	St. Claret College, Bangalore	Yes	IQAC

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

1. Sammilana – Parents and teachers meet after every term exam
2. Meeting on the College Day with the parents
3. Participation in stakeholders meet and provide inputs for the development of the college.

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

1. Faculty Development Programs
2. Orientation on Higher Studies
3. Quality Enhancement Programs

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

1. More Skill development and Certificate Programs for students were conducted
2. Increase in the number of collaborations with various Institutions and organisations
3. Online classes and online exams were conducted as a means of blended learning
4. The management recruited faculty with PhD to improve the quality of education at the institution.
5. Application for Research Centre for made

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Importance of Experiential Learning in Humanities	28/08/2019	28/08/2019	28/08/2019	42
2019	Importance	19/09/2019	19/09/2019	19/09/2019	69

	of Experiential Learning in Science				
2019	Importance of Experiential Learning in Commerce	16/09/2019	16/09/2019	16/09/2019	75
2019	Importance of Experiential Learning in Computer Science	24/09/2019	24/09/2019	24/09/2019	48
2019	Importance of Experiential Learning in Higher Education	20/08/2019	28/08/2019	28/08/2019	42
2019	Importance of Experiential Learning in Business Studies	29/09/2019	29/09/2019	29/09/2019	50

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## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Breast Cancer in Women	16/09/2019	16/09/2019	600	25
Competitions on Gender Equality and Respect for each other	15/02/2020	15/02/2020	150	50
Gender Awareness Program	23/10/2019	23/10/2019	350	400
Handcraft and Home Decor Exhibition	19/08/2019	19/08/2019	250	300
Nutrition and Care for Women	03/03/2020	03/03/2020	375	Nill

Street Play on Women Rights	17/01/2020	17/01/2020	250	5
Movie Screening - Women and Science	18/01/2020	18/01/2020	25	20
Asian Football Confederation Women's Day Football in association with AIFF, KSFA and Lion's Club	06/03/2020	06/03/2020	300	300

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

Percentage of power requirement of the University met by the renewable energy sources
<p>SFS always promotes renewable energy resources , in this context it has installed Solar panels for power generation for the whole campus, 12.5kWP capacity panels are installed which provide electricity through the main BESOM line , when BESCOM power goes only the required electrical points are having backup from the generator. Use of LED bulbs/ power efficient equipment, energy efficiency classrooms, auditoriums, corridors are equipped with LED lights and Sensor-based energy conservation for Street lights in the path ways which are exposed to open sky are solar lights we could effectively reduce the power consumption . There are 2 Biogas plants in the campus which provides cooking fuel for the hostel student college, and in house Mermerier bhavan. All the wet waste from the campus is sent for production of the biogas. Vegetable and dry waste is composted using composting unit.Recycling or resource recovery is a key attribute in waste management, and it is very easily feasible in case of paper. Paper wastes are sent to recycling plant to make eco-responsible products like paper made pencils (ITC MOU). E-waste or electronic and electrical waste is regularly collected from the campus and neighbouring institutions. College has signed an MOU with SAAHAS Zero waste NGO for recycling e-waste.Encouraging waste reduction will reduce the quantity of waste and efforts required for disposal. So, intensive awareness programmes were undertaken, and students were taught the best waste management practices.E-waste or Waste Electrical and Electronic Equipment (WEEE) are loosely discarded, surplus, obsolete, broken, electrical or electronic devices. Improper dismantling and processing of e-waste render it perilous to human health and our ecosystem. Therefore, at SFS, proper e-waste management has been realized. The e-waste management programme was initiated on 30th January 2019 in the Association of Electronics - IC Club. Dr. Sanjeev S., Head, Department of Electronics, Vijaya college, Jayanagar took a session on E-waste management programme in Business lab for the BSc students.</p>

#### 7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	2
Provision for lift	Yes	2
Ramp/Rails	Yes	2
Braille Software/facilities	Yes	2
Rest Rooms	Yes	2

<b>Scribes for examination</b>	<b>Yes</b>	<b>2</b>
<b>Special skill development for differently abled students</b>	<b>Yes</b>	<b>2</b>

#### 7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	20/07/2019	1	No Plastic Campaign	Environment Conservation	45
2019	1	1	10/08/2019	1	Tree plantation	Reduce pollution	55
2019	1	1	14/09/2019	1	Newspaper Collection	Recycle and Reuse	45
2019	1	1	15/08/2019	17	Fit India Freedom Run	Healthy Society	250
2020	1	1	01/05/2020	1	Food Distribution for COVID-19 lockdown affected people	Addressing the needs of the needy	20
2019	1	1	11/12/2019	1	Clothes for Kids	Helping the underprivileged	50
2019	1	1	23/10/2019	1	Say no to Plastic in Schools	Awareness on use of Plastics	60
2019	1	1	24/09/2019	1	Visit to the Hebbagodi, Police Station,	Awareness on FIR	45
2019	1	1	17/08/2019	1	Desalites contribute to the Flood	Relief Fund	300

					affected victims of Karnataka and Kerala		
2019	1	1	19/07/2020	1	E-waste management Program mee	Waste Management	25

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

Title	Date of publication	Follow up(max 100 words)
CODE OF ETHICS – Handbook for Alumni	01/07/2019	The Alumni Code of conduct is published during the annual alumni meet AMIZADE. The Alumni Committee of SFS college has adopted this Code of Conduct, which is applicable to the Alumni, Volunteers and Committee members, and all the team members of the organization. The Code reflects their collective commitment to not only uphold the law but to protect the organization's interests while maintaining the highest standards of ethical conduct. The success and reputation of the Alumni committee are built upon the words and actions of its members.
CODE OF ETHICS – Handbook for Non-Teaching Faculty	01/07/2019	The code of conduct for the non-teaching faculty members is published on the first day of the academic year. The Code of conduct, the role of the faculty in academic and administrative services and their responsibilities are explained by the Principal in the first staff meeting.
CODE OF ETHICS – Handbook for Parents	01/07/2019	At SFS College, we believe that our partnerships with parents of our students contribute to the high

standard of education. This Parent Code of Conduct outlines the way in which the College requires all parents and/or guardians to cooperate. This includes the various requirements to visit the College campus when expected, participating in College activities and communicating with members of our community (including students, staff and other parents). This Parent Code of Conduct guides the parents and ensures a safe and welcoming environment for community and learning. The Code of conduct is published during the parent-teacher meet of the 1st term. The parent is also made aware of the rights and responsibilities as caretakers of the wards.

**CODE OF ETHICS –  
Handbook for Students**

01/07/2019

The students who join the college are made aware of the code of conduct of the institution. Rules and regulations are given in the form of a handbook which includes all the information that students need. The code of conduct informs the students about the attendance, academic progression, examination rules and regulations, how to behave in the class and campus, what the college expects from the student, fee details, and so on.

**CODE OF ETHICS –  
Handbook for Teaching Faculty**

01/07/2019

The code of conduct for the Faculty members is published on the first day of the academic year. The Code of conduct, the role of the faculty in nurturing students and their responsibilities are explained by the

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Poster making on "Right to Live free and let free"	17/07/2019	17/07/2019	45
Guest Lecture on "Research Involving Human Subjects"	26/11/2019	26/11/2019	150
Guest Lecture on "Professionalism"	20/10/2019	20/10/2019	75
Pick and Speak- Human values	12/09/2019	12/09/2019	60
Session on "The value of Altruism"	22/08/2019	22/08/2019	90
Guest Lecture on "Gender Neutrality"	08/01/2020	08/01/2020	170

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

1. Conducting awareness programs on planting trees and water conservation.
2. Conducting campaign on the effects of using Plastic bottles.
3. March against Plastic Menace.
4. Seminar on An overview of the World Wetland.
5. Green Audit.

## 7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

**Practice:1 KNOWLDGE EXCHANGE PROGRAM** - It was initiated in the year 2018 which helps the students to share their knowledge in a particular field to others. This programme will help the students to gain practical knowledge in their area of studies. It will also aid in exchange of resources between various departments of the college supporting inter-departmental research and learning. **Objectives** 1. To combine the academic strengths of various departments of the college. 2. To add value to the professional development of the students and to develop collaborations. 3. To establish relationships amongst various disciplines of the college. 4. To make students understand the effect of working together as a team. 5. To provide opportunity to everyone who wants to prove themselves as expertise in a particular field. Practice KEP is a programme that the college adopts on a continuous basis for each semester. The terms of the programme are as follows: 1. Every semester a group of students will be selected from each department. 2. The topic for the programme will be related to the department which the students belong to. 3. It is compulsory for all the departments to come up with a particular topic every semester. 4. Students can prepare well on their topic with PPTs. 5. The students from all the departments will be the participants of the programme. 6. After the presentation of each department, the participants can ask the questions, if any, related to the topic. 7. The students who did the presentation should answer the queries. They can also take help of the faculties who guide them to answer (if required). **Evidence of Success** The programme had its start in the Postgraduate Centre and the students from the five departments of the Postgraduate Centre collaborated and presented papers on various topics. The presentations were helpful in understanding the concepts being spoken in an elaborate manner. The students gained confidence, expertise and technical

knowledge through this programme. **Practice 2: ONLINE WEDNESDAY SEMINAR** Weekly Seminar Presentation was initiated in 2013 to improve the presentation skill of the students. During the pandemic, the same practice was adopted online and the students were encouraged to use online mode of presentation for the Wednesday Seminar. Objectives 1. To help all the students in active participation in improving skills presentation and research skills. 2. To help in networking with others and renewing motivation and confidence. 3. To help the students to learn about the latest information and new skills related to the concerned subjects. 4. To provide an opportunity for students to interact with others from a specific field. 5. To get practical experience in developing communication skills. Practice It is in the practice of the institution that every Wednesday 6th hour in the timetable of all the departments is allocated for students' seminars apart from university subjects. The system is guided and monitored by the class coordinators . Topics will be distributed to the students well in advance by the faculty. Each and every student will be presenting their topics using PowerPoint presentations during the allotted time. As the pandemic set in, the practice was taken up in the online mode and the response from the students were overwhelming. Evidence of success Students from all the classes participated with interest and enthusiasm. Students have learned the skills of preparing PPTs and presenting in the online meetings and classes. Their research skills also was sharpened and they were able to learn new concepts and ideas because of these presentations. Their communication skills and confidence were boosted because of this practice.

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

[https://www.sfscollege.in/pdf/BEST\\_PRACTICES\\_2019\\_20.pdf](https://www.sfscollege.in/pdf/BEST_PRACTICES_2019_20.pdf)

### 7.3 – Institutional Distinctiveness

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

St Francis de Sales college with the vision to provide a centre of excellence for a holistic formation of the young who are capable of both transforming themselves and acting as catalysts of transformation in society, always believed in 'Improving agriculture Improves Lives'. With this noble intention to provide a helping hand to farmers who are the caretakers of the earth and motivate young minds to willingly shoulder the responsibility for building a just and humane society started the Desalite Farmers Friendly Association. Desalite Farmer friendly Association (DFFA) empower's the rural community by understanding their struggles and supporting them to understand modern practices and advanced methods in agriculture. 'Every single thought is like a seed. It needs to be sprouted with actions. A dormant seed would never become a giant tree', so to put these ideas in action SFS has Initiated Krishi Connect - an online Conference, to connect farmers . During the pandemic, the DFFA members attended the online conference on agriculture to equip themselves with the knowledge of agriculture in their pursuit to support the farmers. The conference had around 270 Young farmers, 7 Government Officials, 25 Industry Experts, 19 NGOs, 9 Educational Institution members. The conference paved a platform in continuation of the discussion about Self Sustainable Smart Village Revolution, and also discussed how to become a knowledge partner for a start-up team or receive assistance from knowledge partners. To become an implementation partner in the startup network or receive assistance from an implementation partner for products or services. It also explained how farmers can receive support and assistance to start or upscaling farming activity. It was an effort to join hands to collaborate and work together as a knowledge or an implementation partner for each other, to build a successful sustainable decentralized ecosystem. The Young Farmers conference 2020 was a 10 day

conference, where framers had presented various techniques of latest farming which included Organic farming, Multi crop farming, Natural Farming, Eco system, etc. Panel discussions on GIVE Ambassador Network Forum, Best Practices of Natural Farming had open up a lot of insights to the upcoming farmers. Mrs. Mangaiyakarasi, Head of the Department of Business Administration had an opportunity to share her knowledge in the conference regarding the natural farming trends and techniques. Around 25 students from our college participated in this conference organized by ESTAH, our partner in DFFA. DFFA members in association with Aspire (incubation center) started a venture called Farm to Kitchen where students buy organic and fresh vegetables from Farmers around and take it to the nearby apartment, connecting farmers and consumers during the academic year. BSc Electronics Students have come up with projects like moist control sensors to determine the moist level in the soil , and solar based pest control, which are affordable for farmers. The projects will help the farmers to a greater extent.

Provide the weblink of the institution

[https://www.sfscollege.in/pdf/DFFA\\_REPORT\\_2019\\_20.pdf](https://www.sfscollege.in/pdf/DFFA_REPORT_2019_20.pdf)

## **8.Future Plans of Actions for Next Academic Year**

1. More number of student centric programs like online Internship, Skill development programs ,Webinars ,Competitions .
2. Hybrid learning
3. Registering for ARPIT courses for all staff
4. Registering for Swayam for students
5. More research and collaborative activities
6. Complete implementation of OBE system
7. Series of research cell orientations to promote research culture among staff
8. To start collaboration with KSCST
9. To establish a Research Centre
10. Outreach programs for students under the scheme DISHA (Desalite Initiatives for Social and Holistic Activities)
11. Organize more Faculty Development Programs for teaching and non-teaching
12. Complete digitalisation of library
13. Centre for Excellence from UGC
14. Registering with IIC of MHRD
15. Membership with Bangalore University Library and British Council Library
16. Establishing Research Centre for Commerce and Management
17. Increase the number of Publications in Scopus / Web of Science Journals
- 18.Training students for State/National/International level exams
19. Increase the number of Placements