



Yearly Status Report - 2014-2015

Part A

Data of the Institution

| | |
|---|-----------------------------|
| 1. Name of the Institution | ST FRANCIS DE SALES COLLEGE |
| Name of the head of the Institution | Fr. Benny Jacob |
| Designation | Principal |
| Does the Institution function from own campus | Yes |
| Phone no/Alternate Phone no. | +918027836165 |
| Mobile no. | 9591981031 |
| Registered Email | vpsfscollege@gmail.com |
| Alternate Email | sfscollege.ecity@gmail.com |
| Address | Hebbagodi Electronics City |
| City/Town | Bengaluru |
| State/UT | Karnataka |

| | | | | |
|--|---|------|----------------------|----------|
| Pincode | 560100 | | | |
| 2. Institutional Status | | | | |
| Affiliated / Constituent | Affiliated | | | |
| Type of Institution | Co-education | | | |
| Location | Semi-urban | | | |
| Financial Status | private | | | |
| Name of the IQAC co-ordinator/Director | Mr. Vinay Kumar | | | |
| Phone no/Alternate Phone no. | +918027836163 | | | |
| Mobile no. | 9972495217 | | | |
| Registered Email | iqacatsfs@gmail.com | | | |
| Alternate Email | sfs.iqac@gmail.com | | | |
| 3. Website Address | | | | |
| Web-link of the AQAR: (Previous Academic Year) | http://www.sfscollge.in/naac.php | | | |
| 4. Whether Academic Calendar prepared during the year | Yes | | | |
| if yes,whether it is uploaded in the institutional website: Weblink : | http://www.sfscollge.in/pdf/Academic%20Year%202014-15.pdf | | | |
| 5. Accrediation Details | | | | |
| Cycle | Grade | CGPA | Year of Accrediation | Validity |
| | | | | |

| | | | | | |
|---|---|--------|---------------------------|---------------------------------------|-------------|
| | | | | Period From | Period To |
| 1 | A | 3.11 | 2015 | 01-May-2015 | 30-Apr-2020 |
| 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 | |
| No Data Entered/Not Applicable!!! | | | | | |
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| 8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc. | | | | | |
| Institution/Department/Faculty | | Scheme | Funding Agency | Year of award with duration | Amount |
| No Data Entered/Not Applicable!!! | | | | | |
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| 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 | | | View File | | |
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| 11. Whether IQAC received funding from any of the funding agency to support its activities during the year? | Yes |
| If yes, mention the amount | 250000 |
| Year | 2014 |

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

1. Based on the recommendations done by the IQAC, more add on courses were introduced. 2. A few internships were offered to the students programme wise and it was made sure that they complete them. 3. A separate space for the teachers was created in the library to refer and take notes The decision was taken to procure more books so that such an effort will strengthen the students' teaching and learning it was planned to improve the INFLIBNET facility - a key library resource. 4. A few FDPs to enhance the technical and interpersonal skills were organised. 5. For students whose performance is outstanding, the following scholarships were awarded: International Students' Scholarship (DISF), Marina Rose Endowment, Chenga Reddy Endowment, Pappamma Endowment, Fr. Raison Memorial Scholarship, Scholarship for SC, ST, SFS to SFS scholarship - Fee Concession, SSA scholarship.

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

| Plan of Action | Achivements/Outcomes |
|--|--|
| Based on the feedback obtained on the institution, the IQAC suggested that it could focus more on the employability of students and the academia-industry collaboration. | Besides offering add-on courses, it was planned to organize few industrial visits and job fair in the academic year 2014-2015. |
| The IQAC recommended that the library must have the photocopying facility within the library space. It also recommended that | The cataloguing of books will be improved and the INFLIBNET facility will be available this academic year. |

| | |
|---|---|
| online resources must be made available in the library. | |
| The IQAC team hinted that a UG national seminar must be organized in the forthcoming year. | It was planned to organize a national seminar - DELVE - 2014 . |
| The IQAC team recommended that the quality of certificate courses could be improved. | It was planned to introduce more certificate courses like Web Designing, Photography, E Business, Graphic Design, Business Models, PCB Designing to enhance students' employability in the academic year 2014 2015. |
| The IQAC team recommended that more value added courses could be offered. | It was planned to offer more value added courses like Microsoft Powerpoint, Critical Thinking and Problem Solving, Academic Writing, Advanced Reading Comprehension, Report Writing in the forthcoming academic year 2014-2015 |
| The IQAC team stated that the interpersonal and technical skills of the faculty and non-academic staff must be improved. The faculty must be oriented towards NAAC Assessment. | It was decided to organize FDPs to enhance their interpersonal and technical skills like Workplace Ethics, Team Work, Tally Training Programme and Communication Skills during the academic year 2014-2015. |
| As the feedback analysis hinted that the teachers must work towards raising the interest quotient of students, the IQAC team suggested that the teachers could use the library effectively and contribute more to the content of their teaching. Further, the teachers could give more assignments to students to arouse their curiosity. | It was decided to create a separate space for the teachers in the library to refer and take notes. The decision was taken to procure more books so that such an effort will strengthen the students' teaching and learning. It was decided to increase the number of assignment submissions and seminars to be done by the students. Most importantly, it was planned to improve the INFLIBNET facility - a key library resource. |
| The IQAC team found that the alumni wanted the laboratories and common rooms to be improved. | It was planned to improve the computer and language lab facilities and intensify the maintenance of common rooms. |

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| | |
|---|-----|
| 14. Whether AQAR was placed before statutory body ? | Yes |
|---|-----|

| Name of Statutory Body | Meeting Date |
|---|--|
| ST FRANCIS DE SALES EDUCATIONAL AND CHARITABLE TRUST | 10-Oct-2015 |
| 15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ? | Yes |
| Date of Visit | 12-Mar-2015 |
| 16. Whether institutional data submitted to AISHE: | Yes |
| Year of Submission | 2015 |
| Date of Submission | 21-Jan-2015 |
| 17. Does the Institution have Management Information System ? | Yes |
| If yes, give a brief description and a list of modules currently operational (maximum 500 words) | <p>@CAMPUS, the education management software, was used to facilitate the smooth functioning of the institution. The college has got the licence from the software solutions firm to use it. The administrator can have access to this software by entering the unique username and password. The academic and non academic staff could have access to it by entering their unique username and password too. Primarily, this MIS software was used to enter and manage internal marks of the students. Further, it was also used to carry out result analysis and maintain the data regarding the students' results for further planning and actions.</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

St. Francis de Sales College adopts the Choice Based Credit System (CBCS) prescribed by the Bangalore University and implements it in all undergraduate and postgraduate programmes. The action plan and periodic review for all academic years is prepared by the IQAC team after obtaining feedback from all stakeholders to improve the educational service that the college provides. The calendar of the college informs about various academic and non-academic events as well as the schedule of co-curricular and extra-curricular activities for the respective academic year. The college follows the schedule laid out in the calendar and organises all events based on the feedback obtained, decisions taken and plans conceived by the IQAC. The Heads of the Department and the Academic Coordinators collaborate and prepare the effective time-table keeping in view the guidelines prescribed by the IQAC team. This means that the students can attend classes and guest lectures, spend valuable time in the library, present papers in the weekly seminars, pursue add-on courses, receive pre-placement training, participate in sports and cultural events and contribute to community service. The teachers facilitate their learning process by way of teaching, mentoring, evaluating and supporting students in all their academic endeavours. For the purpose of effective teaching-learning process, they prepare the lesson plan beforehand with a clear idea of programme and course outcomes. The optimum delivery of knowledge inputs within the stipulated hours is ensured by following lesson plans and academic year plans as well as maintaining logbooks. The college contributes to the enhancement of teacher's performance by providing ICT facility, conducting FDPs, arranging for meetings with subject experts and personal counselling. Eminent academicians, corporate trainers and industrial experts are invited to deliver lectures, conduct workshops and moderate paper presentation sessions to support the delivery of syllabus and curriculum. Many assessments in the form of internal and model exams, assignments, seminars, class tests and demonstration enable the students as well as the teachers to monitor their progress. Remedial and revision classes help slow and weak learners. Sammilana - the parents-teacher meetings - helps the parents to know about their ward's progress in academics. Nearly 8 certificate courses and 9 value added courses focus on enhancing the students' existing knowledge, developing their creative skills and critical thinking, nurturing their life-skills and sharpening their community conscious and civic sense. The practice of obtaining feedback from students, faculty, parents and alumni help the college in improving the delivery of quality collegiate education. The result analysis carried out meticulously at the end of academic years help the college in adopting the best and relevant teaching practices, enhancing the learning process and improving the much-needed infrastructure keeping in view the growth of digital technology. Many extra-curricular and co-curricular activities like NSS, NCC and Nature Club focus

exclusively on the holistic development of students and enhance their civic sense, literary skills, social consciousness and the like. The college is an inclusive and progressive academic community dedicated to the cause of transforming many lives and society.

1.1.2 - Certificate/ Diploma Courses introduced during the academic year

| Certificate | Diploma Courses | Dates of Introduction | Duration | Focus on employability/entrepreneurship | Skill Development |
|----------------------|-----------------|-----------------------|----------|---|-------------------|
| Web Designing 1 | Nil | 04/08/2014 | 45 | Yes | yes |
| Photography | Nil | 11/08/2014 | 45 | Yes | Yes |
| Microsoft Word 1 | Nil | 05/08/2014 | 45 | Yes | Yes |
| E Business 1 | Nil | 10/02/2015 | 45 | Yes | Yes |
| Graphic Design 1 | Nil | 10/02/2015 | 45 | Yes | Yes |
| Business Model 1 | Nil | 11/08/2014 | 45 | Yes | Yes |
| ASP .NET Programming | Nil | 11/08/2014 | 45 | yes | yes |
| PCB Designing 1 | Nil | 06/08/2014 | 45 | Yes | Yes |

1.2 - Academic Flexibility

1.2.1 - New programmes/courses introduced during the academic year

| Programme/Course | Programme Specialization | Dates of Introduction |
|------------------|---------------------------------|-----------------------|
| BCom | Vocational (Travel and Tourism) | 01/07/2014 |

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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 |
|----------------------------------|--------------------------------|---|
| BCom | Finance and Accounts | 01/07/2014 |
| BCom | Travel and Tourism | 01/07/2014 |
| BA | Journalism Psychology Optional | 01/07/2014 |

| | | |
|-----|--|------------|
| | English | |
| BA | History Economics Political Science | 01/07/2014 |
| BA | Sociology Economics Psychology | 01/07/2014 |
| BBA | Finance and Human Resource Development | 01/07/2014 |
| BCA | Computer Application | 01/07/2014 |
| BSc | Mathematics Electronics Computer Science | 01/07/2014 |

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

| | | |
|--------------------|-------------|----------------|
| | Certificate | Diploma Course |
| Number of Students | 1026 | 0 |

1.3 - Curriculum Enrichment

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

| Value Added Courses | Date of Introduction | Number of Students Enrolled |
|-----------------------------------|----------------------|-----------------------------|
| Microsoft Powerpoint 1 | 13/01/2015 | 85 |
| Personality Development | 05/01/2015 | 20 |
| Academic Writing | 12/01/2015 | 145 |
| Reading Comprehension 1 | 19/01/2015 | 203 |
| Reading Comprehension 2 | 08/01/2015 | 153 |
| Report Writing | 08/01/2015 | 145 |
| Team Leadership | 19/01/2015 | 153 |
| Critical Thinking Problem Solving | 19/01/2015 | 152 |
| Communication Skills 1 | 19/01/2015 | 30 |

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1.3.2 - Field Projects / Internships under taken during the year

| Project/Programme Title | Programme Specialization | No. of students enrolled for Field Projects / Internships |
|-------------------------|--------------------------|---|
| | | |

| | | |
|------|-------------------------------|-----|
| BA | Rural Development Programme | 127 |
| BCom | Waste Management | 203 |
| BBA | Marketing Farm Produce | 54 |
| BSc | Water Conservation | 35 |
| BCA | Computer Literacy for Farmers | 147 |

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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)

Feedback Obtained

The IQAC team comprising the Management and BOS members takes the 360 degree feedback from all stakeholders such as students, faculty, alumni, employers and parents by supplying structured questionnaires and forms to them. The responses are scored over a fourpoint scale comprising the assessment terms like very good, good, satisfactory and unsatisfactory. After collecting the structured feedback from the stakeholders, the IQAC team analyses them and identifies the strengths and drawbacks with utmost attention. The Annual Academic Audit carried out in all the departments helps in taking stock of the quality delivery of inputs too. The students' feedback reflects upon the CBCS system, the programme and course outcomes, the adherence to the prescribed syllabus and its completion, the innovative studentcentric teaching methodologies, the prior information about the academic year schedule, the syllabus, the time table provided by the faculty, the certificate and value added courses imparted and its outcomes, the bridge course outcomes and the representation of students in various academic and administrative bodies. Also, their responses hint at the infrastructure facilities like library, toilet facilities, computer labs and sports equipment as well as the fulfillment of their career goals. The feedback on the faculty is extremely useful to evaluate their strengths and weaknesses and thus, enable them to demonstrate

optimum performance. To enhance the faculty's skills, the IQAC organises faculty development programmes, workshops, training and counselling too. The responses help in evaluating the extent of the coverage of syllabus, the action plan for the effective implementation of curriculum, their preparation of lesson plans, their efficiency to design assignments and tests, their content delivery, their ability to integrate the course material with real life situations and provide a broader perspective, the interest quotient generated by them, their subject expertise, their accessibility inside and outside the class. The alumni feedback helps us to know whether the alumni found the programmes that they pursued relevant to their academic and professional needs. Their responses are also useful to find out whether the add-on courses enriched their knowledge, skills and employability. Besides, their feedback reflects upon the learning outcomes, the practical experience that they gained, the infrastructure facilities like labs, computers, library resources, hostel facilities, sports equipment and the counselling that they received. The responses obtained from parents enable us to know whether the ways in which the classes are handled benefit their wards. It helps us to know whether the faculty are motivating and accommodative. Further, their responses reflect upon the library facilities, the attention given to sports and cultural activities as well as extension activities, the bridge and add-on courses and its use, the available transport facilities, the ambience in the campus, the communications sent to them about their wards' progress as well as the student counselling and mentorship offered to them. On the whole, the structured feedback obtained from various stakeholders contributes to the overall development of the institution immensely.

CRITERION II - TEACHING- LEARNING AND EVALUATION

2.1 - Student Enrolment and Profile

2.1.1 - Demand Ratio during the year

| Name of the Programme | Programme Specialization | Number of seats available | Number of Application received | Students Enrolled |
|-----------------------|---|---------------------------|--------------------------------|-------------------|
| BA | JOURNALISM, PSYCHOLOGY & OPTIONAL ENGLISH | 100 | 120 | 55 |
| BA | SOCIOLOGY, ECONOMICS & PSYCHOLOGY | 60 | 72 | 24 |
| BA | HISTORY, ECONOMICS & POLITICAL SCIENCE | 60 | 78 | 14 |
| BCom | FINANCE & ACCOUNTS | 300 | 350 | 222 |
| BCom | TRAVEL & TOURISM | 60 | 70 | 0 |
| BBA | FINANCE AND HUMAN RESOURCE | 120 | 150 | 63 |

| | | | | |
|------------|--|----|-----|----|
| | DEVELOPMENT | | | |
| BSc | MATHEMATICS, ELECTRONICS & COMPUTER SCIENCE | 60 | 110 | 17 |
| BCA | COMPUTER APPLICATIONS | 60 | 95 | 44 |

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2.2 - Catering to Student Diversity

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

| Year | Number of students enrolled in the institution (UG) | Number of students enrolled in the institution (PG) | Number of fulltime teachers available in the institution teaching only UG courses | Number of fulltime teachers available in the institution teaching only PG courses | Number of teachers teaching both UG and PG courses |
|------|---|---|---|---|--|
| 2014 | 1230 | 0 | 44 | 0 | 0 |

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 |
|----------------------------|---|-----------------------------------|----------------------------------|----------------------------|---------------------------------|
| 44 | 10 | 5 | 5 | 5 | 2 |

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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 in the students. A record of the students performance in all the fields, academic as well as extra-curricular (like seminars, Prathibha, Athenia and other Intracollegiate and Intercollegiate competitions) is maintained. The students with unwarranted behaviour is advised by the Student Counsellor so that a positive framework of mind can be developed. As a result of this process, in the last 2 years, there has been a considerable improvement in the attitude and discipline of the students. The IQAC and the faculty members offer suggestions during staff meetings on the process which helps in improving the steps taken. Keeping in view the needs and demands of the students, the college

admits the students possessing various skills in line with our motto, Excellence, Transformation and Efficiency. The college has a very effective mentoring system to clarify students academic and other problems. Though the college does not conduct any entrance test for admission, a special admission committee appointed by the IQAC interacts with the students to know their attitudes, skills, etc. before the admission and helps them to choose the course of their choice. Besides, the college also organizes bridge courses on various topics like Personality Development, Spoken English, Basic Computing. These courses help the students become aware of the demands of the courses in which they are admitted. A special team of faculty handle the Bridge Course programme where they are imparted knowledge and skills in both curricular and co curricular aspects.

| | | |
|---|------------------------------------|------------------------------|
| Number of students enrolled in the institution | Number of fulltime teachers | Mentor : Mentee Ratio |
| 1230 | 44 | 1: 30 |

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 |
|-----------------------------|-------------------------|------------------|--|--------------------------|
| 11 | 11 | 0 | 11 | 3 |

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 |
|---------------|---|---------------------|--|
| 2014 | Sampath Kumar R | Assistant Professor | Recognition for upgrading NCC Bn 1, Bangalore |
| 2014 | Sampath Kumar R | Assistant Professor | Commendation Award |
| 2015 | Sampath Kumar R | Assistant Professor | Recognition for participating in PreRepublic Camp |
| 2014 | Sampath Kumar R | Assistant Professor | ANO Award |
| 2015 | Sampath Kumar R | Assistant Professor | Appreciated for participating in Republic Day Camp |

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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 | A8 | V | 03/12/2014 | 24/01/2015 |
| BCom | C31 | V | 03/12/2014 | 24/01/2015 |
| BBM | C24 | V | 03/12/2014 | 31/12/2014 |
| BCA | SB6 | V | 03/12/2014 | 31/12/2014 |
| BSc | S850 | V | 03/12/2014 | 24/01/2015 |

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

Continuous Internal Evaluation refers to a system of evaluation of students that covers all aspects of students development. As part of the Continuous Internal Evaluation (CIE), the college conducts two examinations in each semester. While the first exam (1st Internal Exam) is of one and a half an hour duration, the second exam (Model Exam) is a preparatory examination in view of the end semester University Examination for a duration of three hours. The 1st Internal Exam is held for a maximum of 35 marks and the Model Exam is for a maximum of 70 marks. These exams are conducted strictly in conformity with the University pattern (in terms of question papers, evaluation practices, seating arrangements, timetable etc.). To compute the Internal Assessment (IA) grades, appropriate weightage is given to both the internal exams. After the first exam, a Parents Teachers Meeting is conducted, generally, within a fortnight from the conclusion of exams. It is mostly conducted on a Saturday for the benefit of the parents. The parents/guardians are encouraged to meet all subject teachers and the Principal if their ward is not doing well. Apart from conducting the Internal and Model Test, regular class tests are conducted for the students to evaluate their level of understanding and acquisition of knowledge on a regular basis. The teachers also follow non conventional techniques such as conducting quiz, surprise tests and games to evaluate the students. Presentations and assignments are also given on a continuous basis for the students benefit. 75 percentage attendance is made mandatory for the students as per university norms and the college does not compromise on this aspect. Weightage is also given to non academic activities to encourage the students to participate in sports and cultural activities. The Internal assessment is done based on all these aspects which contribute to the holistic development of 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 the conduct of CIE The date of 1st Internal Exam and Model Exam of both the semesters are specified in the college handbook which is given to each student. The college strictly adheres to the date specified in the handbook. Only in exceptional circumstances, the college may prepone or postpone the date by a few days. 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 time table is displayed on the main notice board and a circular is also issued to each class regarding the same

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.sfscollge.in/pdf/PO-CO.pdf>

2.6.2 - Pass percentage of students

| Programme Code | Programme Name | Programme Specialization | Number of students appeared in the final year examination | Number of students passed in final year examination | Pass Percentage |
|----------------|----------------|--|---|---|-----------------|
| S850 | BSc | Mathematics, Electronics, Computer Science | 8 | 5 | 62 |
| A8 | BA | JPE, HEP, SEP | 105 | 86 | 83 |
| C24 | BBM | Finance and Human Resource Development | 67 | 40 | 63 |
| SB6 | BCA | Computer Application | 51 | 28 | 55 |
| C31 | BCom | Finance and Accounts | 145 | 86 | 60 |

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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)

<http://www.sfscollge.in/iqac.php>

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 |
|--|----------|--|------------------------|---------------------------------|
| Students Research Projects (Other than compulsory by the University) | 40 | St. Francis Sales Educational and Charitable Trust | 100000 | 100000 |

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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 |
|--|-------------------|------------|
| Guest Lecture on The English language Soft skills | ENGLISH | 02/09/2014 |
| Guest Lecture on Big Data | Science | 11/09/2014 |
| Guest Lecture on ASSESSMENT PLAN | COMMERCE | 21/07/2014 |
| Guest lecture on "Hindi Language" | HINDI | 29/01/2015 |
| National Seminar on Social networking and its impact'' | SCIENCE | 13/02/2015 |
| Guest Lecture on The present and Future Scenario of Psychology | HUMANITIES | 26/02/2015 |
| Guest Lecture on Applications on Mathematics | SCIENCE | 15/07/2014 |
| Guest Lecture on Communication Skills | ENGLISH | 14/07/2014 |
| Guest Lecture on Analytical Skills | COMMERCE | 02/09/2014 |
| Guest Lecture on Campus to Corporate | COMMERCE | 03/02/2015 |
| Guest Lecture on Public Sector Opportunities | MANAGEMENT | 20/09/2014 |

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 |
|------------------------------------|-----------------|-----------------|---------------|----------|
| No Data Entered/Not Applicable !!! | | | | |

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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 |
|-------------------|------|--------------|----------------------|--------------------|----------------------|
|-------------------|------|--------------|----------------------|--------------------|----------------------|

No Data Entered/Not Applicable !!!

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3.3 - Research Publications and Awards

3.3.1 - Incentive to the teachers who receive recognition/awards

| State | National | International |
|-------|----------|---------------|
| 0 | 0 | 0 |

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

| Name of the Department | Number of PhD's Awarded |
|------------------------|-------------------------|
| Nil | 0 |

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

| Type | Department | Number of Publication | Average Impact Factor (if any) |
|---------------|------------|-----------------------|--------------------------------|
| International | BBA | 4 | 0 |

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

| Department | Number of Publication |
|------------------|-----------------------|
| Commerce | 2 |
| Computer Science | 1 |

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

| Title of the | Name of | Title of | Year of | Citation | Institutional affiliation as mentioned in | Number of citations excluding |
|--------------|---------|----------|---------|----------|---|-------------------------------|
|--------------|---------|----------|---------|----------|---|-------------------------------|

| Paper | Author | journal | publication | Index | the publication | self citation |
|---|--------|---------|-------------|-------|-----------------|---------------|
| No Data Entered/Not Applicable !!! | | | | | | |

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

| Title of the Paper | Name of Author | Title of journal | Year of publication | h-index | Number of citations excluding self citation | Institutional affiliation as mentioned in the publication |
|--------------------|----------------|------------------|---------------------|---------|---|---|
|--------------------|----------------|------------------|---------------------|---------|---|---|

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

| Number of Faculty | International | National | State | Local |
|-----------------------------|---------------|----------|-------|-------|
| Attended/Seminars/Workshops | 0 | 10 | 12 | 10 |
| Presented papers | 0 | 5 | 6 | 4 |
| Resource persons | 0 | 0 | 2 | 2 |

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3.4 - Extension Activities

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

| Title of the activities | Organising unit/agency/ collaborating agency | Number of teachers participated in such activities | Number of students participated in such activities |
|--------------------------|--|--|--|
| PULSE POLIO CAMPAIGN | NSS UNIT | 10 | 100 |
| WORKSHOP ON STREETPLAY | NSS UNIT | 15 | 100 |
| ORGAN DONATION AWARENESS | NCC | 20 | 75 |
| BLOOD DONATION CAMP | NCC | 15 | 200 |
| MARATHON FOR PHYSICALLY | NCC | 24 | 175 |

| | | | |
|---------------------------------------|------------|-----------|------------|
| CHALLENGED | | | |
| PATRIOTIC RUN | NCC | 20 | 160 |
| TREE PLANTATION PROGRAMME | NCC | 10 | 155 |
| WORL ENVIRONMENT DAY PROGRAMME | NCC | 15 | 80 |
| BLOOD DONATION CAMP | NCC | 20 | 100 |

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

| Name of the activity | Award/Recognition | Awarding Bodies | Number of students Benefited |
|-----------------------------|--|------------------------|-------------------------------------|
| Republic Day Camp | Recognised for attending the Camp | Govt. of India | 1 |

No file uploaded.

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 |
|---------------------------|--|---------------------------------------|--|--|
| Awareness Program | CSA and NSS | GANDHI JAYANTHI CELEBRATIONS | 25 | 30 |
| Awareness Program | NSS | INDEPENDENCE DAY CELEBRATIONS | 50 | 100 |
| Awareness Program | NSS | NSS UNIT ACTIVITY INAUGURATION | 35 | 40 |
| Awareness Program | NSS | REPUBLIC DAY | 40 | 100 |
| Awareness Program | Women Empowerment Cell | WOMENS DAY CELEBRATIONS | 60 | 150 |
| Awareness | Amizade | INDEPENDENCE DAY | 50 | 75 |

| Program | | PARADE | | |
|-------------------|--------------------------|--|----|-----|
| Awareness Program | NCC | KARGIL VIJAY DIWAS | 60 | 200 |
| Awareness Program | SFS Kannada Academy | REPUBLIC DAY PARADE | 45 | 100 |
| Awareness Program | NCC and Flair Press | AWARENESS PROGRAMME ON SELF DEFENCE | 30 | 100 |
| Awareness Program | NCC and Chaucers Academy | TRAINING ON DISASTER MANAGEMENT | 50 | 120 |
| Awareness Program | NCC | Map Reading firing and weapon training | 30 | 180 |

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3.5 - Collaborations

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

| Nature of activity | Participant | Source of financial support | Duration |
|--------------------|-------------|---|----------|
| Faculty Exchange | 3 | St. Francis de Sales Educational and Charitable Trust | 30 |

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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 |
|---------------------|----------------------|---|---------------|-------------|-------------|
| On the Job Training | Research | Infosys | 16/07/2014 | 11/02/2015 | 25 |
| On the Job Training | Internship | Deccan Herald | 01/08/2014 | 31/10/2014 | 80 |
| On the Job Training | Internship | Vistamind | 09/02/2015 | 31/05/2015 | 60 |
| Field Trip | Industry | BEML, Mysore | 01/08/2014 | 02/08/2014 | 120 |

| | | | | | |
|------------|------------------|---|------------|------------|----|
| | Visit | | | | |
| Field Trip | Industrial Visit | Central Warehousing Corporation, Mandya | 29/08/2014 | 30/08/2014 | 40 |
| Field Trip | Industrial Visit | Mandya Sugar Factory | 29/08/2014 | 30/08/2014 | 35 |

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

| Organisation | Date of MoU signed | Purpose/Activities | Number of students/teachers participated under MoUs |
|------------------------|--------------------|------------------------------------|---|
| AlphaTech Academy | 01/07/2014 | Training and Placement | 480 |
| Domino Christo Academy | 01/07/2014 | Traning and Placement | 300 |
| ESTAH | 01/07/2014 | Training and Internship | 200 |
| De Sales Music Academy | 21/06/2014 | Training on Music, arts and crafts | 55 |
| Suvidya College | 01/07/2014 | Scholarship and Faculty Exchange | 60 |

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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 |
|--|--|
| 50 | 61.42 |

4.1.2 - Details of augmentation in infrastructure facilities during the year

| Facilities | Existing or Newly Added |
|---------------|-------------------------|
| Seminar Halls | Newly Added |

| | |
|-----------------------------------|-------------|
| Seminar halls with ICT facilities | 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 patially) | 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 | 8274 | 592852 | 490 | 75273 | 8764 | 668125 |
| Reference Books | 315 | 172225 | 27 | 27164 | 342 | 199389 |
| Journals | 15 | 116780 | 1 | 1500 | 16 | 118280 |
| CD & Video | 186 | 0 | 5 | 0 | 191 | 0 |
| Others (specify) | 0 | 0 | 290 | 0 | 290 | 0 |

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4.2.3 - E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

| Name of the Teacher | Name of the Module | Platform on which module is developed | Date of launching e-content |
|------------------------------------|--------------------|---------------------------------------|-----------------------------|
| No Data Entered/Not Applicable !!! | | | |

No file uploaded.

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 | 45 | 1 | 0 | 0 | 0 | 3 | 5 | 100 | 0 |

| | | | | | | | | | |
|-------|----|---|---|---|---|---|---|-----|---|
| Added | 25 | 1 | 0 | 1 | 0 | 0 | 0 | 100 | 0 |
| Total | 70 | 2 | 0 | 1 | 0 | 3 | 5 | 200 | 0 |

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

100 MBPS/ GBPS

4.3.3 - Facility for e-content

| Name of the e-content development facility | Provide the link of the videos and media centre and recording facility |
|--|--|
| No Data Entered/Not Applicable !!! | |

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 |
|--|--|--|--|
| 2200000 | 2000000 | 1500000 | 1444472 |

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)

The Institution's maintenance (end to end) has always been managed by the Principal, the Vice Principal and the Administrator. The SFS management oversees the estate and maintenance of general infrastructure, buildings, class rooms, 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 and laboratories and other infrastructure. He is responsible for the regular upkeep and maintenance as well as the 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, Laboratories 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
- The optimum working condition of all properties/ equipment on the campus is ensured through the annual maintenance contracts (AMC), external service providers (ESP) and internal staff. The AMC purview includes the 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 annual maintenance contract in place with hardware suppliers for the maintenance of computers and their accessories and also with software vendors for regular upgradation. MAINTENANCE OF LAB EQUIPMENT The equipment in the departmental laboratories and the research centre are constantly upgraded and maintained by the respective departments through Annual Maintenance Contract with respective vendors. MAINTENANCE OF SPORTS FACILITIES The sports facilities 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, the Vice Principal and the Administrator. MAINTENANCE OF LIBRARY A dedicated team of support staff is allocated to the library to keep the library premises clean and dust free. The job profile of the support staff includes the dusting of 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, the availability of books, the sorting and arrangement of books in the racks and also ensure that the students are happy with the library facilities and service. MAINTENANCE OF LAWNS The institution has appointed a dedicated team of gardeners and supervisory staff for maintaining the green cover of the campus. Waste segregation and vermin composting facility has helped in generating healthy manure for the garden.

<http://www.sfscollge.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 |
|--------------------------------------|------------------------------------|--------------------|------------------|
| Financial Support from institution | Endowment scholarship: | 164 | 678015 |
| Financial Support from Other Sources | | | |
| a) National | SC/ST | 27 | 181327 |
| b) International | International students scholarship | 21 | 210000 |

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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 |
|---|-----------------------|-----------------------------|-------------------|
| No Data Entered/Not Applicable !!! | | | |

[View File](#)

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

| Year | Name of the scheme | Number of benefited students for competitive examination | Number of benefited students by career counseling activities | Number of students who have passed in the comp. exam | Number of students placed |
|------------------------------------|--------------------|--|--|--|---------------------------|
| No Data Entered/Not Applicable !!! | | | | | |

[View File](#)

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

| Total grievances received | Number of grievances redressed | Avg. number of days for grievance redressal |
|---------------------------|--------------------------------|---|
| 72 | 72 | 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 |
| No Data Entered/Not Applicable !!! | | | | | |

[View File](#)

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

| Year | Number of students enrolling into | Programme | Department | Name of institution | Name of programme |
|------|-----------------------------------|-----------|------------|---------------------|-------------------|
|------|-----------------------------------|-----------|------------|---------------------|-------------------|

| | | | | |
|------------------------------------|----------------|----------------|--------|-------------|
| higher education | graduated from | graduated from | joined | admitted to |
| No Data Entered/Not Applicable !!! | | | | |

[View File](#)

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 |
|-------|---|

No Data Entered/Not Applicable !!!

No file uploaded.

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

| | | |
|----------|-------|------------------------|
| Activity | Level | Number of Participants |
|----------|-------|------------------------|

No Data Entered/Not Applicable !!!

[View File](#)

5.3 - Student Participation and Activities

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

| Year | Name of the award/medal | National/ Internaional | Number of awards for Sports | Number of awards for Cultural | Student ID number | Name of the student |
|------|---------------------------------|------------------------|-----------------------------|-------------------------------|-------------------|---------------------|
| 2014 | Pegasus Football Tournament | National | 1 | 0 | 12C142 | Akinnuoye A E |
| 2014 | Sindhi Sports Fest - Basketball | National | 1 | 0 | 12C010 | Abhi |
| 2014 | Signature Fest-Acrylic Painting | National | 0 | 1 | 12C112 | Sasikumar |
| 2014 | SIBS Fest | National | 0 | 1 | 12C112 | Sasikumar |
| 2014 | SIBS - Football | National | 1 | 0 | 12C010 | Abhi |
| 2014 | SIBS - Basketball | National | 1 | 0 | 12C010 | Abhi |

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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 students council represents the student community of the college and their interactions with the management and the Principal help in addressing their grievances and fulfilling their needs and requirements. In addition, such a council fosters leaderships skills, team collaboration and personality development. At St. Francis de Sales College, the students' council is elected every year to provide them an opportunity to participate in decision making and promote their talents as well as skills. They join the faculty coordinators in organising many activities and it is their duty to select volunteers, promote team spirit and conduct them in effective ways. Besides, all the committees and clubs of the college have student representatives and student coordinators. They lead the committees activities with the support of faculty coordinators. The students representation is quite integral to the smooth functioning of the institution. The academic and nonacademic activities of the college are planned at the beginning of the academic year and the students are made aware of it through the college calendar and notifications from the college. Every event starts with a meeting where the management, the faculty coordinators and the student council members participate. Then, the student council takes up the assigned responsibilities and manage the events along with the faculty coordinators. The following were the events when the student council took up the assigned responsibilities and delivered their roles effectively in an appreciable manner: Prathibha : Inter collegiate Cultural Fest Ethnic Day: Intra collegiate Celebration of Unity in Diversity Athenia: Intra collegiate Sports Fest Razzmatazz: Inter collegiate Cultural Fest Igneous: Inter collegiate and Corporate Sports Fest Transcend: Inter collegiate Management Fest ComVision: Inter collegiate Commerce Fest Match of Microns: Inter collegiate IT Fest ACME Fest: Intra Department Commerce Fest DESMA Fest: Intra Department Management Competitions Teachers Day: Intra collegiate Event: Thanking the Teachers Freshers Day: Intra collegiate Event

5.4 - Alumni Engagement

5.4.1 - Whether the institution has registered Alumni Association?

No

5.4.2 - No. of enrolled Alumni:

2280

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

105000

5.4.4 - Meetings/activities organized by Alumni Association :

3

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)

St. Francis de Sales College invites all the stakeholders to have a participative approach in the functioning of the college. At the beginning of the year, the management with all its representatives meet to plan the academic year. The plans are chalked out and the proposals are taken to the next level. The Principal, the Vice Principal and the IQAC meet at the beginning of the academic year and the proposed plans are taken for discussion. The members decide on the course of action for the academic year. Later, meetings are called for each department and the plan of action for each year is discussed. The departmental review is considered by the BOS and the final Plan of action for the academic year is planned and executed. A calendar is prepared with the plan of action to have a transparency in the functioning of the college. The Student Council which is elected every year is invited for meetings at regular intervals and their responses and recommendations are also taken into consideration. Various meetings with other stakeholders, specially the parents, are also conducted and their input is also valued for the better functioning of the college. The management has decided to enhance the ICT developments in the college and this year the number of classrooms with projectors has been increased based on the recommendations. To increase the number of research publications from the staff and the students, a policy has been created to support the staff and the students with cash incentives and seed funding for research based on the recommendations form the IQAC.

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

Partial

6.2 - Strategy Development and Deployment

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

| Strategy Type | Details |
|---------------|--|
| Curriculum | The college is affiliated to the Bangalore University. The college follows the |

| | |
|--|---|
| Development | <p>syllabus prescribed by the university. Added to it, various certificate courses are introduced as part of the curriculum for the holistic development of students. Various seminars and guest lectures are conducted to enhance the students' skills.</p> |
| Teaching and Learning | <p>Innovative teaching methods are adopted by the faculty to mould the students into better citizens and make them industry ready. The studentcentric approach is adopted for the overall development of students. A course plan is designed and adopted for teaching in a well planned manner. Technology driven learning by using ICT tools are available in the college. Skill Development programmes are conducted at regular intervals. Research and development are given importance and the sfaculty guide the students to prepare and present papers at various colleges.</p> |
| Examination and Evaluation | <p>The examination and evaluation are done by the Bangalore University as the college is affiliated to the university. Formative and Summative 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 they are awarded marks. Regular parents teacher meeting is conducted to update the parents of their ward's status. Remedial classes are conducted for the slow learners.</p> |
| Research and Development | <p>The research centre aims to nurture the researching skills and establish an academic culture in the college by promoting research in newly emerging and challenging areas. The faculty and students are encouraged to present papers in various reputed colleges and publish papers in the peer reviewed referred journals. Besides, the college also conducts seminars, conferences, symposiums and guest lectures to provide an opportunity for the students to develop research activities and skills. International and national conferences help them to gain more exposure and explore more scopes for research.</p> |
| Library, ICT and Physical Infrastructure / Instrumentation | <p>Every year, the library purchases a good number of books for the benefit of faculty as well as students. Inlibnet facility has been enabled. New journals and newspapers are added every year. The ICT facility has been enabled in selected classrooms for the benefit of the students learning process. The internet facility has been enabled in the library for the students and facultys usage. More number of computers have been added to the digital library.</p> |
| Human Resource Management | <p>The HR takes care of all the queries of the staff and the counsellor addresses the problems of the students as well as staff. Various cells and committees function to take care of the smooth functioning of the college. The Faculty Secretary is selected at the beginning of the year to address the needs of the staff. A student</p> |

| | |
|-----------------------|--|
| | council is elected every year to support students and for the better functioning of the college. |
| Admission of Students | The applications received from students are scrutinised and the eligible students are called for counselling by the college. Pre admission counselling is available for the students to select their area of interest and select their courses. The admission of students is done on merit basis. The college encourages the first generation learners and a special attention and counselling is given to such students. Various scholarships are available for the financially weak section of the students. This effort is taken to encourage them to pursue their studies further. |

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

| E-governance area | Details |
|----------------------|---------|
| Finance and Accounts | Tally |
| Examination | @Campus |

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 |
|---|-----------------|--|--|-------------------|
| No Data Entered/Not Applicable !!! | | | | |

[View File](#)

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) |
|------|--|---|------------|------------|---|---|
| 2014 | Team Work | NA | 20/06/2014 | 21/06/2014 | 34 | 0 |
| 2015 | Workplace Ethics | NA | 05/01/2015 | 06/01/2015 | 34 | 0 |

| | | | | | | |
|------|-------------------------|--|------------|------------|----|---|
| 2015 | ICT Tools and its Usage | NA | 20/03/2015 | 21/03/2015 | 34 | 0 |
| 2014 | NA | Orientation on Tally | 10/06/2014 | 11/06/2014 | 12 | 0 |
| 2015 | Na | Interpersonal and Communication Skills | 11/02/2015 | 12/02/2015 | 12 | 0 |

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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 |
|---|---------------------------------|------------|------------|----------|
| CERSSE | 1 | 25/07/2015 | 26/07/2015 | 2 |
| Research Retreat | 1 | 31/01/2015 | 02/02/2015 | 3 |
| Team Work | 34 | 20/06/2014 | 21/06/2014 | 2 |
| Work Place Ethics | 34 | 05/01/2015 | 06/01/2015 | 2 |
| ICT Tools and its Usage | 34 | 20/03/2015 | 21/03/2015 | 2 |
| Bangalore University Teacher Council of Commerce and Management | 1 | 05/02/2015 | 06/02/2015 | 2 |
| Impact of Research on Teaching and Learning Process | 1 | 20/02/2015 | 21/02/2015 | 2 |

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

| Teaching | | Non-teaching | |
|-----------|-----------|--------------|-----------|
| Permanent | Full Time | Permanent | Full Time |
| 34 | 34 | 12 | 12 |

6.3.5 - Welfare schemes for

| Teaching | Non-teaching | Students |
|-----------------------------|--------------------------------|---------------------------------|
| 1. Medical reimbursement on | 1. Financial support for staff | 1. Scholarships for Financially |

| | | |
|---|--|--|
| deserving cases 2. Scholarships to the staff children studying under the same umbrella of institutions 3. Festival bonus for staff 4. Provision of Laptop to staff on an easy monthly installment | whose kin has passed away 2. Interest free loans for repair and construction of houses 3. Scholarships to the staff children studying under the same umbrella of institutions 4. Festival bonus for staff | 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. Assisted by the manager, the Internal Audit is conducted by the Manager of the College. The Internal Audit happens in March. The institution submits all the records of the expenditure and income including invoices, vouchers, bank transfer details, salary details of the staff, policy documents, Mous, etc. for their reference. The Manager collects all the details and carries out a complete scrutiny of all the documents submitted and the same is later given to a professional auditing firm to prepare 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. They seek verification in case of any discrepancies. They then prepare the balance sheet of the institution and submit the same to the management. 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 funding agencies /individuals | Funds/ Grnats received in Rs. | Purpose |
|--|-------------------------------|-----------------------|
| St Francis Sales Educational and Charitable Trust | 421261 | Academic and Research |

No file uploaded.

6.4.3 - Total corpus fund generated

45750

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 | LIC, Bangalore University | Yes | IQAC |
| Administrative | | LIC, Bangalore University | Yes | IQAC |

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

There is no registered Parent Teacher association. But, the parents and teachers meet when needed and th inputs are received from them. 1. Sammilana - Parents and teachers meet after every term exam 2. Meeting on College Day with the parents 3. DFFA - Parents collaborate in the activities

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

1. FDP's 2. Training on Higher Studies 3. Computer Literacy Program

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

1. Scholarships for Students 2. Seed Money for Research Activities for Staff 3. DFFA

6.5.5 - Internal Quality Assurance System Details

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

6.5.6 - Number of Quality Initiatives undertaken during the year

| Year | Name of quality initiative by IQAC | Date of conducting IQAC | Duration From | Duration To | Number of participants |
|------------------------------------|------------------------------------|-------------------------|---------------|-------------|------------------------|
| No Data Entered/Not Applicable !!! | | | | | |

[View File](#)

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 |
|--|------------|------------|--------|------|
| Care your Body and Soul | 25/07/2014 | 25/07/2014 | 60 | 80 |
| Gender Based Harassment in Workplace | 14/07/2014 | 14/07/2014 | 60 | 80 |
| Panel discussion on contribution of women in Finance and Economic growth | 30/10/2014 | 30/10/2014 | 70 | 90 |
| A debate on Gender and colour preferences | 22/08/2014 | 22/08/2014 | 35 | 50 |

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 |
|---|
| 1. A good number of rooms were installed with LED lights 2. Rain Water harvesting and reuse of rain water 3. Sewage management System 4. E Waste Management by the department of Computer Science 5. Awareness on Plastic free Campus 6. Encouraging students to use Paper bags and Clay pots |

7.1.3 - Differently abled (Divyangjan) friendliness

| Item facilities | Yes/No | Number of beneficiaries |
|---------------------|--------|-------------------------|
| Physical facilities | Yes | 1 |
| Provision for lift | Yes | 0 |
| Rest Rooms | Yes | 1 |

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 |
|------|--|--|------------|----------|---|----------------------|--|
| 2014 | 1 | 1 | 16/10/2014 | 1 | Swatch Bharath program at Dommasandra, Chandapura | cleanliness | 50 |
| 2014 | 1 | 1 | 28/06/2014 | 1 | Street Play at Anekal | Environmental Issues | 50 |
| 2015 | 1 | 1 | 15/02/2014 | 1 | Session on Making Awareness to | protection Society | 45 |

| | | | | | | | |
|------|---|---|------------|---|--------------------------------------|--|------|
| | | | | | Protect the Society, Hebbagodi | | |
| 2015 | 1 | 1 | 17/03/2015 | 1 | Rural Awareness | Rural schemes available to citizens | 50 |
| 2015 | 1 | 1 | 02/02/2015 | 2 | Health Check up | Health | 1200 |
| 2015 | 1 | 1 | 07/02/2015 | 1 | EWaste campaign | Generation of E waste | 50 |
| 2015 | 1 | 1 | 06/02/2015 | 3 | Three Day CSA Activity at Kallankupe | awareness' about Environmental protection. | 50 |

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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) |
|-----------------------|---------------------|---|
| Handbook for Students | 01/07/2014 | The students who join the college are made aware of the code of conduct of the institution. The rules and regulations are given in the form of a handbook which comprises all the information that the 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. |

7.1.6 - Activities conducted for promotion of universal Values and Ethics

| Activity | Duration From | Duration To | Number of participants |
|---|---------------|-------------|------------------------|
| Workshop on Peace and Unity | 04/11/2014 | 04/11/2014 | 120 |
| Workshop on HUMAN RIGHTS | 15/07/2014 | 15/07/2014 | 100 |
| Workshop on COMMUNAL HARMONY | 15/01/2015 | 15/01/2015 | 120 |
| Drama competition on Simplicity and Humility - the essence of | 28/08/2014 | 28/08/2014 | 100 |

| | | | |
|---|------------|------------|----|
| life" | | | |
| Debate on the topic " Technology saves in wholesale, kills in retail" | 10/09/2014 | 10/09/2014 | 80 |

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

To build and maintain a green sustainable campus, the college focuses on the effective waste management. The Nature's Club with the support of the management has undertaken several initiatives towards Waste Management. Solid Waste Management: The college has invested in the Organic Waste Converter that uses special microorganisms that breakdown and decompose all kinds of organic waste into compost within 24 to 36 hours with a waste volume reduction of 85 to 90. The treatment of all kinds of organic wastes like curry, chapattis, bread, fruits, fruit peels, vegetables, vegetable peels, chicken bones, fish bones, egg shells, leftover kitchen waste and leaves creates compost. Separate bins are kept for dry and wet waste throughout the campus. Liquid Waste Management : Waste water treatment plant is used to convert waste water into an effluent that can be returned to the water cycle with a minimum impact on the environment or directly reused. The latter is called water reclamation because treated waste water can then be used for other purposes. The treatment process takes place in a waste water treatment plant (WWTP) referred to as a Water Resource Recovery Facility (WRRF) or a sewage treatment plant. E Waste Management The Department of Electronics Science has tied up with Creative Electronics for the disposal of Ewaste. Large bins are placed in specific areas in campus for E Waste collection. Awareness drives are conducted in college every semester on the same. The college is committed to "REDUCTION OF CARBON FOOTPRINT and all the initiatives undertaken aim at achieving the 3R principle - Reduce Waste at Source, Recycle Waste into Compost and Reuse of Compost for plants, garden and farming.

Such efforts help in minimizing the cost of collection, transportation, reduction of carbon footprint and the disposal of waste .The institution has banned all forms of sale of plastic, especially, bottled drinking water, as the college provides treated Reverse Osmosis water which is periodically tested in the Environmental Science laboratory for E.coli and TDS. Rainwater Harvesting A well designed rain water harvesting system was developed on campus in 2014. Well laid out pipes throughout the campus are connected to collection pipes behind the Diamond Jubilee Auditorium. Thus, the rain water from different parts of the campus is collected at one spot. From the collection pipe, water is drained and connected to the bore well. This helps in recharging the bore wells with rain water and filtration happens naturally.The bore well water is used for gardening, campus cleaning and in toilets. Thus, rain water harvesting has helped in the conservation of water and its effective use. The students and faculty are encouraged to use

bicycles and public transport.. Pedestrian Friendly Roads Plastic free campus Paperless office
Green landscaping with trees and plants

7.2 - Best Practices

7.2.1 - Describe at least two institutional best practices

Best Practice 1 Title : The HR Meet St. Francis de Sales College believes in the dictum, the "education of the heart is the heart of education". Focussing on the holistic development of students, the HR meet aims at the accomplishment of the following objectives: the industryacademia collaboration upgrading the curriculum as per the industry requirements internship opportunities campus placement drives. At present, the college comprising more than 1200 students offers five programmes and caters to the students who belong to the different strata of the Indian society. Our major concern is to improve the industry academia collaboration so that the quality of our educational service could become more invaluable. The career guidance and placement cell organised the HR meet on 7th February 2015. Around 25 firms from various sectors across the city were invited to the conference. Many firms provided valuable inputs to enhance the employability of students and hence, the conference was useful. The conference also focussed on bridging the gap between university syllabus and industry requirements. Many participating firms offered to provide internship opportunities. In addition, they showed enthusiasm to deliver guest lectures as extension services.

Best Practice 2 Title: Student's Holistic Development - towards achievement of our motto 'Excellence, Transformation and Efficiency' The college focussed on promoting the holistic development of students while recognizing and appreciating diversity. It provides services, facilities and physical structures that promote interpersonal engagement, the learning process, and the mental as well as physical wellness of students. It also takes efforts to expand efforts towards their career development. On the whole, the college focuses on preparing the students to meet the challenges of living as well as academics. It enables them to learn about themselves and as well as about healthy relationships. It makes them socially aware, emotionally strong and resilient. Many add on courses, bridge courses, soft skills courses and many extension activities aim at the holistic development of students in addition to the prescribed university syllabus.

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

[http://www.sfscollege.in/pdf/best_practises\(seta\).pdf](http://www.sfscollege.in/pdf/best_practises(seta).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

The vision of the college is to provide a center of excellence for a holistic formation of the young who are capable of both transforming themselves and of acting as catalysts of transformation in the society, so as to become the epitomes of efficiency, in mastering their life situations and building a progressive and secular nation. India is a land of farmers where the prime occupation is farming. Agriculture is the backbone of our economy. SFS College which strongly believes in true education directed towards the formation of the human personality for the good of the society decided to begin an initiative to provide a helping hand to farmers and hence the initiative, Desalite Farmer Friendly Association, under the guidance of Rev Fr Benny and Fr. Timson was taken. The objectives of DFFA • To motivate young minds to willingly shoulder the responsibility for building a just and humane society. • To empower the rural community by understanding their struggles and by supporting them. • To enable them to understand about the various advanced methods of agriculture • To introduce latest techniques and practices in agriculture which includes advanced agricultural machinery in agro industries and other allied services. • To enlighten them about the importance of conservation of natural resources and the benefits of organic farming. • To promote cooperative leadership, self help groups, rural women empowerment and many others. The DFFA was inaugurated on 15th October 2014 at SFS college. The inauguration begin with a prayer song and the lighting of the lamp. The chief guest of the ceremony was Prof. Kandukuri V Seetharamaiah, Associate Dean, Agricultural College, Acharya NG Ranga Agricultural University. He addressed the gathering about the importance of such initiatives which will help the society to grow and prosper. He also congratulated the management for taking such an initiative which is sure to encourage the youth to come forward in order to offer a helping hand to the farmers. Further, there was a presidential address by the Principal, Rev Fr. Benny, followed by a mime based on the theme, The Struggles of Farmers in India. The vote of thanks was delivered by Prof. Sailaja, DFFA faculty in charge, which brought us to the end of the inauguration ceremony

Provide the weblink of the institution

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

8.Future Plans of Actions for Next Academic Year

Future Plans for the Next Academic Year Based on the feedback analysis and recommendations made by the IQAC team, the following actions will be taken in the next academic year: It was planned to introduce a new programme B.Com. (Travel and Tourism) in the next academic year. The add on courses were reviewed and it was planned to introduce few more courses like Technical Writing, Public Speaking, Data Interpretation, Effective Logistic Management, Report Writing to enable the

students to develop their technical and soft skills, thereby, enhance their employability. □ Recognizing the significance of the use of digital technology in the teaching learning process, it was planned to improve the ICT facility in the college. □ It was planned to develop the commerce and language lab facilities. □ DELNET facility will be available in the library for the students and faculty to use digital online resources for reference and research. □ Based on the IQAC team recommendation, the college timings will be changed to ease the Bangalore traffic as well as facilitate the students to pursue internships or take up part time jobs. □ More seminars and conferences will be organized this academic year. It is planned to organize a national level seminar on Emerging Trends in Curriculum Design in Higher Education. An international conference on Creativity and Innovation as a Strategy for Global Business Excellence will be organised as well. □ More scholarships like DISF and DSAT will be awarded to the meritorious students during this academic year. □ More equipment will be added in the gym for the students' usage. □ The approval from the university will be sought to offer PG programmes in the next academic year. □ It was decided to seek permanent affiliation from the university for all the programmes that are offered. □ As suggested by the IQAC, FDPs for teaching and nonteaching staff will be conducted at regular intervals. □ When the college commences in June 2015, the college will introduce the biometric punching system to the faculty. Official mail ids to the Heads of the Departments will also be provided. □ To address the needs and grievances of the students, it was planned to have An Hour with the Principal sessions frequently. □ The Placement Cell will have tie ups with external agencies to provide career counselling. □ It was decided to organise more extension activities like Village Adoption, Pulse Polio programme, World Environment Day activities and Dengue Awareness programmes.