

SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

SESHADRIPURAM COMMERCE COLLEGE

NO.65,10TH CROSS,MAGADI ROAD,BENGALURU
560023

www.scc.ac.in

SSR SUBMITTED DATE: 28-09-2018

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

September 2018

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Seshadripuram Educational Trust (SET) is one of the oldest educational managements in Bangalore. SET had humble beginnings: but right from the start, it was imbued with a vision and mission. The organization began with twenty children, but over the years, it grew steadfastly to its present stature as a global conglomerate of premier educational institutions, with 26 institutions employing over 1,200 employees and educating over 20,000 students. Our vision is rooted in tradition, but it is keeping pace with changing trends in the educational scenario, facing new challenges and setting and meeting higher benchmarks.

Our institutions are committed to the highest standards of academic excellence and value based education. Its ambience inspires learning. Diverse opportunities are provided for learners' self-expression and empowerment be it classroom interactions, co-curricular or extracurricular activities, sports, social service, humanitarian initiatives, NSS, NCC, etc. In all our institutions, the fee structure is affordable.

Seshadripuram Commerce College was established in 2005 and it is affiliated to Bangalore University. This institution is run by Seshadripuram Educational Trust and offers UG programme- B.Com Regular. The college has been serving in the city of Bangalore. Emphasizing teaching and learning in commerce with vision of bringing the global skill group between academic and industry by equipping youth with knowledge and understanding, practical skills relevant to industrial and social needs.

Our renowned institution aims to provide value based quality education with adequate infrastructure and learning culture among both staff and students for enhancing their competence.

Vision

To create globally competent citizens who think globally and act local

Mission

To create leaders through holistic education.

Our holistic education fosters the following core values in our students.

- Intellectual enlightenment
- Moral uprightness
- Spiritual Orientation
- Social commitment
- Emotional balance.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- The institution is an offshoot of Seshadripuram Educational Trust, established in 1930 as a minor school for girls. Two visionary ladies established the pioneering educational trust of Karnataka and it is now recognized as one of the foremost educational organizations in the state
- The management is composed of great social activists. The management provides good financial and moral support for all the development activities planned by the institution.
- The institution is well connected by public transport including metro services and it is ideally located in the heart of the city.
- All the teaching and non-teaching staffs are well qualified along with training they have had good experience.
- Library is well equipped.
- Skill improvisation and value added programmes are offered.
- Community services by NSS and YRC are provided.
- The institution offers placement and Training.
- In order to organize co-curricular and extra - curricular programmes many support facilities, forums are offered.
- For faculty empowerment regular workshops, FDPs and seminars are conducted.

- The institution offers affordable fee structure to facilitate education for varied level of students.
- Spacious Auditorium with ICT facility.

Institutional Weakness

- The institution has limited campus space which restricts opportunities to strengthen sports facilities.
- Due to space constraints, possibilities of further expansion of infrastructure is limited.
- Correlation with industries and Research Organizations should be strengthened.
- Limited research publications from faculty.
- The Institution lacks Research guides among the faculties.
- All the classrooms are not facilitated with ICT.

Institutional Opportunity

- The Institution offers integrated programme, particularly B.Com with professional courses like CA or CS
- Offering certified programmes is an integral part of learning experience
- Faculties are motivated to take up research projects and journal publications
- Students and faculty members are motivated to upgrade their knowledge through online learning platforms
- Students are inspired to improve their results in some subjects along with other courses
- Usage of ICT in Teaching-learning process

Institutional Challenge

- Disparity between syllabus and employment market
- Multiple complexities in amending syllabi according to the market demands
- Difficulty in providing more courses with the limited space available for further expansion

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Seshadripuram Commerce College commenced in the year 2005, with the aim of curriculum development, imparting skills, knowledge and values to the students folk. It has offered BCOM programme since then, it produced many number of constructive and dynamic students.

Curriculum delivery:- During each semester the college principal in co-ordination with HOD's organise staff meeting and allot subjects for each faculty. Faculty will prepare lesson plan and upload in IPOMO/Digital campus. In order to deliver the lesson and impart skills and knowledge to the students, methods like LMS, CD's DVD's, PPT and chalk and talk are used. Seminars, group discussion, case study are conducted during each semester 1st and 2nd Internals are conducted and internal marks are given based on University norms.

Around 81% of the teachers took part in Bangalore University valuation every semester and 12% of the teachers took part in paper setting for KPSC (KAS) since 2013-14.

The college adopts choice based credit system as prescribed by the Bangalore University and runs B.Com course.

Curriculum Enrichment: - The College offers the subject indicated by Bangalore University for curriculum enrichment, like Business Ethics, Personality Development, Science and Society, Value education, Environment and Public health, Culture, Diversity and society.

Since 2013-14, The Institution is offering various VAP's in order to impart transferable and life skills like Istar in 2013 -15 from 2015-16 to 2017-18 Edu learning program is offered.

Feedbacks have been collected from Alumni, Students, Parents, and Teachers and analyzed.

Teaching-learning and Evaluation

A systematic mechanism with transparency is adopted in the admission process which is presented in college website. The college adheres the compliance with the government reservation policy, gives the required support and benefits to economically and socially backward students, first generation learners, the differently – abled and outstanding sports persons. Students' profiles are maintained in the college office register.

Bridge course aids students gain conceptual knowledge and apply them in real life. It also aids students to develop entrepreneurship and managerial skills to plan and pursue professional courses.

Students are classified based on their performance as slow and advance learners. Remedial classes are conducted to aid slow learners. Special projects, assignments, additional library books, paper presentations, attend conferences, seminars and workshops are provided for advanced learners.

Teaching and learning process has been effective and efficient through workshops, role plays, discussions and brainstorming. Teachers' initiative to innovate with the latest developments and qualitative teaching techniques are focused as the key aspects to evaluate modern trends in the course content.

Continuous internal evaluation (CIE) has been in progress to improve the performance of students through significant reforms, which include mind mapping, result analysis, counseling, and special coaching to bring a regulatory frame work mechanism in the evaluation process.

Learning outcomes stand testimony to teaching, learning and evaluation process. Teaching procedure has been meticulously planned by teachers keeping in view the goals and objectives of higher education of the university and of the college.

Research, Innovations and Extension

Promotion of research is one of the parameter for quality enhancement. IQAC will assist to publicise the facilities and resources available through the college website.

The college has created an ecosystem for Innovation including incubation centre. The institution is providing e- resources through e-library and online resources to promote research knowledge among the faculties and as well as students. The institution will conduct workshops to enlight the skills of students such as "Workshop on Intellectual Property Rights(IPR)" from 2016-17 every year.

The management has provision for providing incentives in terms of appreciation to the faculty one who receive state, National and International awards/recognition on college Annual day/Sneha Sammilana.

The institution have provided software to detect plagiarism with the help of this, students and faculties can publish articles in reputed journals with citation index or impact factor.

The students are socially sensitized and made aware of their responsibilities through community service programmes organised by NSS, YRC. The activities under NSS and YRC are awareness of blood donation, Traffic awareness, Aids awareness, Programs on health and Hygiene, programmes on eye donation, organ donation, survey on trees, LED bulbs etc.

Indian red cross society recognized the blood donation camp every year and awarded for the institution. Special Annual camp was also conducted in remote areas/villages through NSS.

Linkage with industries, institutions, social service organizations are formed for students to enhance leadership skills, Entrepreneurship skills, training process and carrying out social welfare programmes to the community.

Infrastructure and Learning Resources

The Institution has the provision of adequate physical and academic support and resource facilitates which helps in smooth teaching, learning, research co-curricular and extra-curricular activities conducted. For regular classes, mid semester, end semester and semester examinations, department activities are organised. The institute building is covered under CCTV camera coverage that helps providing security to the students and maintains discipline among students. And the building also has the elevator facility for the differently abled students.

The institute is equipped with 2 laboratories which are connected through LAN and it consists of internet facility. The labs are adorned by modern interiors and are upgraded. Computer systems has all the necessary hardware and software. Through IPOMO applications students can also get connected to the institute 24X7

The institution has a well maintained library which has more than 5600 books and 10 national journals and magazine N-list, e-resources, database is also subscribed to motivate teaching and learning. The library committee plays a vital role in planning and executing the activities of the library purchase of books, journals CD's and cassettes/online resources.

The oral and written feedback of students and staff has helped in making the library user friendly.

The Institution has modernized ICT facilities, Interactive boards, ICT enabled classrooms, LCD projectors, digital visualize and LCD projector, Auditorium and Prepare ICT enabled learning materials. Adequate budgetary provision has ensured the proper maintenance of infrastructure and academic support facilities.

Student Support and Progression

The institution undertakes student focused academic and non academic support activities. The institution extends its support to the socially and financially weak students, especially SC, ST and OBC and differently abled student communities by getting scholarships from government.

Fee concession is provided for the students. Students who have secured 85% and above in the 2nd puc are awarded with 10,000/- scholarship and students who have secured 95% and above are given free ships.

The co-curricular and extracurricular activities organized by the college assure holistic development of the students. The soft skill program offered by placement cell provides students with job opportunities and prepares them for skill development for higher studies. Yoga and meditation is conducted in association with "Disha" which plays a vital role to maintain balance in one's life.

Students have not only flourished in academics but also in sports and cultural activities. They have won laurels in university and national level games adding more pride to the individual and institution. Special efforts are taken by the college to train students and also motivate their talents. Cultural activities conducted throughout the year, both within the college and outside.

Alumni association maintains rapport with the students to keep track of students' progression into higher studies. Feedbacks are taken by the college to understand various issues faced by students. They are also educated through mentoring, parent teacher meet to reduce dropout rate and ensure their successful completion and pass in the course program.

Governance, Leadership and Management

The policies frame work of higher education and quality parameters by inculcating values and use of technology to promote competencies through all the activities aiming at excellence for over all development. The entire system is well trained for organizational development and effective management.

The organizational structure decentralizes the power and responsibilities among the internal stakeholders for developing and framing policies and strategic plans for teaching and learning, research and development, community engagement and industry interaction.

The leaders monitor the activities and the stakeholders evaluate them through a mere designed feedback mechanism. The identified merits are recognized and short falls are addressed and remedied through grievance Redressal cell to make a prospective future development plan.

Eligible faculty members are recruited by adhering to government norms and their competence is upgraded through faculty development programmes conducted in the colleges and in other colleges.

Staffs are encouraged for higher studies also motivating the staff to present papers by providing them with financial support are the welfare measures available for the teaching and non-teaching staff.

Careful planning of budget for academic and administrative activities and monitoring optimal utilization of financial resources through internal and external audits ensure sound financial management at college.

Financial resources are mobilized by planning and submitting the budget which is approved by the trust. The institution is self-financed where funds are generated by finance committee approved by management committee to meet the need of stakeholders.

Institutional Values and Best Practices

The institution gives more prominence on gender equity promotion. Various programs like adolescent problems, women entrepreneurship, Yavana Japana, screening of the movies, - "Nanu Avnalla Avlu" etc, lecture on the anti-sexual harassment, programme on "Importance of woman in the society" Health awareness and guidance programmes - "Boost Your study Motivation and workshop on women empowerment were

conducted.

The college provides safety and security to students in campus; they are monitored by surveillance of CC camera. Under “Spoorthi” The women empowerment cell, Anti-ragging and Prevention of sexual harassment cell conducts Gender sensitivity programs like Guest lecture\, counselling and film shows etc. The staff members are trained by experts on counseling.

Problems related to the students are considered seriously and counselling is done for students. Institution has provided a common room to female students.

Out of the total lighting requirement 39% is through Led bulbs. The college runs systematic and scientific waste management process. Rain water is collected on the roof and allowed to run through its pathway to the well.

The institution provide facilities to Diyanja students like physical facilities, provision for lift, ramp, rails, Braille software, rest room, soaps etc.. The institution conducts programs like “Yuva Jagruthi”, “Independence day”, and Lecture on Gandhian thoughts and exams are also conducted.

Many activities are conducted for the promotion of universal values, related to Swami Vivekananda and Gandhi centers. The institution maintains complete transparency in its financial,academic and administrative function.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	SESHADRIPURAM COMMERCE COLLEGE
Address	NO.65,10TH CROSS,MAGADI ROAD,BENGALURU
City	BANGALORE
State	Karnataka
Pin	560023
Website	www.scc.ac.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
IQAC Coordinator	R BANUMATHI	080-22955368	9972312506	-	banuscc3@gmail.com
Principal	MANJUNATH R	080-22955383	9845641152	-	info@scc.ac.in

Status of the Institution	
Institution Status	Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	01-01-2005

University to which the college is affiliated/ or which governs the college (if it is a constituent college)

State	University name	Document
Karnataka	Bangalore University	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC		
12B of UGC		

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Details of autonomy

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No
--	----

Recognitions

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

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	NO.65,10TH CROSS,MAGADI ROAD,BENGALURU	Urban	0.263	1995.39

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BCom,Commerce	36	PUC	English	160	115

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	1				3				4			
Recruited	1	0	0	1	0	3	0	3	3	1	0	4
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				5
Recruited	1	4	0	5
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				1
Recruited	0	1	0	1
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	1	0	0	0	0	0	0	0	0	1
M.Phil.	0	0	0	0	2	0	0	0	0	2
PG	0	0	0	0	1	0	3	1	0	5

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

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

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
		0	2	0

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	80	3	0	0	83
	Female	32	0	0	0	32
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	4	9	5	5
	Female	3	13	6	7
	Others	0	0	0	0
ST	Male	1	1	1	0
	Female	0	1	0	0
	Others	0	0	0	0
OBC	Male	43	27	26	44
	Female	22	36	29	24
	Others	0	0	0	0
General	Male	16	15	6	4
	Female	6	8	2	4
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		95	110	75	88

3. Extended Profile

3.1 Program

Number of courses offered by the institution across all programs during the last five years

Response : 01

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of programs offered year-wise for last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	1	1	1	1

3.2 Students

Number of students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
256	259	269	290	307

File Description	Document
Institutional Data in Prescribed Format	View Document

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

2017-18	2016-17	2015-16	2014-15	2013-14
80	80	80	80	80

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of outgoing / final year students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
100	80	74	109	100

File Description	Document
Institutional Data in Prescribed Format	View Document

3.3 Teachers

Number of full time teachers year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
8	8	8	9	9

File Description	Document
Institutional Data in Prescribed Format	View Document

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

2017-18	2016-17	2015-16	2014-15	2013-14
8	8	8	9	9

File Description	Document
Institutional Data in Prescribed Format	View Document

3.4 Institution

Total number of classrooms and seminar halls

Response : 07

Number of computers

Response : 22

Total Expenditure excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
24.31	31.50	26.51	28.57	27.79

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The institution ensures effective curriculum delivery through a well planned and documented process

Response:

Curriculum is regarded as the heart of any learning institution which means that, schools or Universities cannot exist without a curriculum. It has become a dynamic process due to the changes that occur in our Society. Curriculum planning and implementing is a complex process that differs enormously from one college to another. During each semester the college Principal in co-ordination with H.O.D's organise staff meeting in which subjects are allotted for each faculty, based on the expertise of each faculty. After the allotment, each faculty members would prepare a lesson plan for their respective subjects. Later the lesson plan will be uploaded in the IPOMO/Digita Campus. The staff members use different methodologies to impart the skills and knowledge to the students related to the subject. Each unit is taught through LMS, CD's, DVD's, PPT and chalk and talk. We organize seminars in the class rooms for students, students are allotted with some topics and given opportunity to present in the class, Group discussions are done, Case studies are given to students and solutions given by them are analysed and discussed in class. The college provides various reports to the students like, World Bank, Reserve Bank of India, News bulletin etc. for review and discussion. After the completion of each unit notes are provided, many questions are given to students as assignments from old question papers and even skill development questions are given and checked. During each semester one unit test and two Internal Assessment test is conducted, and valued. In addition to this, IPOMO Test, surprise test, open book test and quiz for students are also conducted.

The College provides work dairy to every lecturer, the work done by the lecturer in the class will be recorded every day. Every week the HOD and Principal verifies work dairy & compares it with IPOMO, if any deviations are noticed, it will be intimated to the concerned staff for rectification. Internal Marks are allotted based on the university norms ,Two test in common is conducted for 20 marks each, the average marks are taken,five marks is given for attendance and five marks is given for skill development. Slow learners are identified; remedial classes will be conducted & kept under observation. In the same way we identify exemplary students & give them special coaching to excel in their academics.

We invite subject experts from other colleges to impart expertise skills and knowledge to the students. For the purpose of continuous learning and quality enhancement, student feedback on teachers is conducted besides feedback is also collected through the complaint cum suggestion box. The institution has a well-established feedback system. During each semester feedback of lecturers is collected from the students, by the Principal. It will be analysed by the IQAC of the College and in confidence shared by the Principal with respective faculty for an assurance of remedial action.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

1.1.2 Number of certificate/diploma program introduced during the last five years

Response: 0

1.1.2.1 Number of certificate/diploma programs introduced year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of the certificate/Diploma programs	View Document

1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

Response: 297.62

1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
5	4	6	5	5

File Description	Document
Details of participation of teachers in various bodies	View Document
Any additional information	View Document

1.2 Academic Flexibility

1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years

Response: 0

1.2.1.1 How many new courses are introduced within the last five years	
File Description	Document
Details of the new courses introduced	View Document

1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented	
Response: 0	
1.2.2.1 Number of programs in which CBCS/ Elective course system implemented.	
File Description	Document
Name of the programs in which CBCS is implemented	View Document
Minutes of relevant Academic Council/BOS meetings.	View Document
Any additional information	View Document

1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years				
Response: 0				
1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years				
2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0
File Description	Document			
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	View Document			

1.3 Curriculum Enrichment

1.3.1 Institution integrates cross- cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum
Response:

Curriculum Enrichment is the process of selectively modifying a curriculum by adding educational content or new learning opportunities. Undoubtedly, it would enhance the knowledge of the students besides providing space for imparting the necessary skills. In order to enrich the curriculum the Bangalore University, Bangalore has introduced non-core papers like, Business Ethics, Personality Development, Science & Society, Value Education, Environment & Public Health, Culture, Diversity & Society.

Business Ethics is a subject offered by the Bangalore University in order to develop skills, analysis, and permissions of ethical dilemmas on a work place and managing ethics in organisation. The main problem faced by the society is to maintain ecological balance; students are educated & given knowledge about bio diversity, prevention & preservation of natural resources. Personality development is a subject which enhances the life skills which are essential for the growth of an individual. Under personality development concepts like time management & leadership development is focused.

Sl. No	Subject	Outcomes
1	Business Ethics	a. Reasons for emergence of Business Ethics b. To inculcate ethics in Marketing, Human Resource, Finance, Income Tax c. To understand counter action of corruption in the organization d. To know about ethical dilemmas e. Corporate social responsibilities
2	Value Education	a. To know types of values b. Respect Human rights c. understand the human rights of women and children d. Safe guard Social practices
3	Environment and Public Health	a. Maintain Ecological balance b. To give knowledge about bio diversity c. To preserve natural resources d. To link environment and health e. To know the intervention in public wealth
4	Cultural diversity and Society outcomes	a. To understand the concepts related to family, cast and women in In b. Focus on gender discrimination c. To focus on violence against women d. Improve status of women

5	Personality development	<p>e. Caste system and its evils</p> <p>a. Build positive attitude</p> <p>b. Learn to Communicate</p> <p>c. Understand difference between confidence and arrogance</p> <p>d. Be a good listener</p> <p>e. To be owner of a clean mind</p> <p>f. Be helpful to others</p>
6	Entrepreneurship Development	<p>a. Understand problems of women entrepreneurs</p> <p>b. To know about financial and non-financial assistance provided to v</p>

File Description	Document
Any Additional Information	View Document
Link for Additional Information	View Document

1.3.2 Number of value added courses imparting transferable and life skills offered during the last five years

Response: 12

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

Response: 12

File Description	Document
Details of the value-added courses imparting transferable and life skills	View Document
Brochure or any other document relating to value added courses.	View Document

1.3.3 Percentage of students undertaking field projects / internships

Response: 33.59

1.3.3.1 Number of students undertaking field projects or internships

Response: 86

File Description	Document
List of students enrolled	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document

1.4 Feedback System

<p>1.4.1 Structured feedback received from 1) Students, 2)Teachers, 3)Employers, 4)Alumni and 5)Parents for design and review of syllabus-Semester wise/ year-wise</p> <p>A.Any 4 of the above</p> <p>B.Any 3 of the above</p> <p>C. Any 2 of the above</p> <p>D. Any 1 of the above</p> <p>Response: A.Any 4 of the above</p>	
File Description	Document
Any additional information	View Document
URL for stakeholder feedback report	View Document

<p>1.4.2 Feedback processes of the institution may be classified as follows:</p> <p>A. Feedback collected, analysed and action taken and feedback available on website</p> <p>B. Feedback collected, analysed and action has been taken</p> <p>C. Feedback collected and analysed</p> <p>D. Feedback collected</p> <p>Response: C. Feedback collected and analysed</p>	
File Description	Document
Any additional information	View Document
URL for feedback report	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average percentage of students from other States and Countries during the last five years

Response: 0.49

2.1.1.1 Number of students from other states and countries year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	02	05	0

File Description

Document

List of students (other states and countries)

[View Document](#)

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

2.1.2 Average Enrollment percentage (Average of last five years)

Response: 57.13

2.1.2.1 Number of students admitted year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
88	75	110	95	89

2.1.2.2 Number of sanctioned seats year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
160	160	160	160	160

File Description

Document

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

Response: 89.75

2.1.3.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
80	67	80	73	59

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners

Response:

The institution has a streamlined mechanism for continuous monitoring and evaluation of the students.

The Institution, in order to bridge the gap, has introduced “Bridge Course” during the academic year 2015-16. From then on the bridge courses have been conducted for all the students who are promoted from P.U level. Bridge courses were started having objective of providing conceptual knowledge and improving application skill in the domain of commerce. The aim of bridge course was also to provide a good foundation to students who plan to pursue professional courses like CA, ICWA, and MBA. It also facilitated competitive skills, fortunate career and quality placements. It also catered to develop entrepreneurship and managerial skills in students so as to enable them to establish and manage their business effectively.

After admission the institution assesses the learning levels of the students based on their qualifying examination, i.e., PUC or the Class XII, whichever is applicable, this helps to identify slow learners and advanced learners.

Advanced learners who stand out in their academics always need a special attention for the overall development. They are identified through their academic performance. Through the observations of the faculties, performance in assignments, regular internal assessment tests and university examinations, students are categorized and special programs are organized for them. Special counselling is done by mentors in order to fulfil their requirements if feasible. Special projects, assignments, additional library books are given to advanced learners. They are encouraged to attend conferences, seminars, workshops and

lectures. They are also motivated and have the opportunity to present papers.

Based on students' performance in the internal tests and examinations slow learners are identified. In order to improvise them, remedial classes are conducted for each subject having a separate register. Through peer teaching and learning, these classes are made effective. The personalized attention motivates the students and inspires them to perform well in their academics. By categorizing, analysing and conducting various special programs for different types of students, the institution is trying to cater various levels of learners. All the constant initiatives of the institution have brought in good improvisation.

2.2.2 Student - Full time teacher ratio

Response: 32

2.2.3 Percentage of differently abled students (Divyangjan) on rolls

Response: 0

2.2.3.1 Number of differently abled students on rolls

File Description	Document
Institutional data in prescribed format	View Document

2.3 Teaching- Learning Process

2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Response:

Innovation in teaching – learning process is continuously implemented in the campus for setting a benchmark standard. These techniques are adopted to improve the teaching – learning environment into student friendly learning and transform the learning environment.

Power point presentations which include videos and lecture notes are used in the classroom to aid teaching – learning process. Every topic can be clearly presented which aims in detailed explanation of the chapter. Subjective seminars are conducted to give a practical exposure and make a real time analysis about conceptual framework.

Field/Industrial visits are also a part of innovative learning process where students have the opportunity to learn the procedures of industry and understand the technical know-how.

Mind maps and brain-storming activities are conducted within the classroom discussions on the topics which are difficult to understand. This helps the students to understand the critical factors easily.

Guest lectures by resource persons are conducted to interact with students and also encouraged to present papers on the current topics. Faculties are often engaged in FDP's and seminars to upgrade

themselves and enhance their teaching skills to match the current scenario.

File Description	Document
Any additional information	View Document

2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

Response: 62.5

2.3.2.1 Number of teachers using ICT

Response: 5

File Description	Document
List of teachers (using ICT for teaching)	View Document

2.3.3 Ratio of students to mentor for academic and stress related issues

Response: 42.67

2.3.3.1 Number of mentors

Response: 6

File Description	Document
Any additional information	View Document

2.3.4 Innovation and creativity in teaching-learning

Response:

Innovation in teaching – learning process is continuously implemented in the campus for setting a benchmark standard. These techniques are adopted to improve the teaching – learning environment into student friendly learning and transform the learning environment.

Power point presentations which include videos and lecture notes are used in the classroom to aid teaching – learning process. Every topic can be clearly presented which aims in detailed explanation of the chapter. Subjective seminars are conducted to give a practical exposure and make a real time analysis about conceptual framework.

Field/Industrial visits are also a part of innovative learning process where students have the opportunity to learn the procedures of industry and understand the technical know-how.

Mind maps and brain-storming activities are conducted within the classroom discussions on the topics which are difficult to understand. This helps the students to understand the critical factors easily.

Guest lectures by resource persons are conducted to interact with students and also encouraged to present papers on the current topics. Faculties are often engaged in FDP's and seminars to upgrade themselves and enhance their teaching skills to match the current scenario.

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 100

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	View Document
Any additional information	View Document

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

Response: 2.5

2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	01	0	0	0

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	View Document
Any additional information	View Document

2.4.3 Teaching experience per full time teacher in number of years

Response: 10.5

2.4.3.1 Total experience of full-time teachers

Response: 84

2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State,

National, International level from Government, recognised bodies during the last five years**Response:** 0

2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description**Document**

Institutional data in prescribed format

[View Document](#)**2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years****Response:** 11.94

2.4.5.1 Number of full time teachers from other states year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	1	1	1	1

File Description**Document**

List of full time teachers from other state and state from which qualifying degree was obtained

[View Document](#)

Any additional information

[View Document](#)**2.5 Evaluation Process and Reforms****2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level****Response:**

The institution has taken efforts to improve the performance of students by framing significant reforms in CIE at the institution level. The reforms are as follows:

1. Unit tests are conducted
2. Topic wise assignment questions are given

3. Remedial classes are conducted for slow learners and poor performance due to frequent absenteeism.
4. Students are encouraged to solve previous year university question papers.
5. Mind mapping are included as an innovative practice.
6. The institution regularly conducts group discussions, seminars and guest lectures.
7. Frequent absenteeism is dealt by sending messages to the parents.
8. Students are made aware of the evaluation process at the beginning of the semester in the orientation program.
9. Result analysis is done by each subject lecturer after every test.
10. The performance of the students is monitored by the principal and necessary suggestion is given to the concerned faculty members.
11. Principal conducts review meetings to give necessary feedback for the improvements of student's performance.
12. The institution is keen on monitoring the performance of the students and reports to the parents. Internal marks are sent to the parents after each internal test. Parents are advised to note the performance of their wards and take remedial measures if needed. Whenever necessary, the parents are advised to visit the college for a discussion about the student.
13. Appropriate counselling with additional teaching, eventually helps students to attend classes regularly.
14. Special programs, special coaching, additional library books are facilitated for advanced learners.
15. Special attention is given to slow learners regularly, regular remedial classes are held for them and their performance is analysed.
16. University examinations of three hours duration will be conducted at the end of every semester for all the theory and practical papers. Students should satisfy the eligibility criteria of 75% attendance in each semester to appear for university examination.
17. The students are informed about revaluation / retotaling / reappearing scheme.

2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety

Response:

An internal assessment plays a vital role in the growth of an organisation and the health of the organisation is always depends on the transparency of the same.

- 2) Institution has created a mechanism for redressal of students grievances related to academic matters.
- 3) The examination committee exists to look after issues regarding the internal assessment.
- 4) The committee includes the Principal and H.O.D the committee deals with all the grievances directly relating to academic issues.
- 5) Basic eligibility for evaluation process is made known to students through university website and notice board.
- 6) Institute notifies evaluation process and related documentation on the notice board. This includes display of marks schedule of internal test and university examinations.

- 7) Institution also notifies the criteria for allotment of marks through notice board and class counselling.
- 8) Internal marks are displayed in the notice board.
- 9) Staff meetings are conducted periodically to review the evaluation process.
- 10) Parents are also informed about the performance of students through messages.
- 11) Display final internal assessment marks at the end of each semester for student information.
- 12) At the end of each semester, the Principal verifies the internal marks for all the students.
- 13) Solving grievances of students if any

File Description	Document
Any additional information	View Document

2.5.3 Mechanism to deal with examination related grievances is transparent, time-bound and efficient

Response:

Institution has created a mechanism for redressal of students' examination grievances related to internal assessment, marks card issue, results and revaluation, request for photocopy of answer scripts and degree certificate etc.

There is a committee headed with office superintendent to deal with grievances of the students related to examination. The head of the committee will try to redress the grievance within a reasonable time, preferable by within a month of the application of the student.

Department Level Grievance Redressal Committee and Institute Level Grievance Redressal Committee will look will after college level grievances related to academic and non-academic matters.

Grievance redressal Cell of the department helps the students to approach for general and personal grievances. After internal assessment, answer books are shown to all students. The internal marks of the students are then displayed on the notice board to ensure transparency in evaluation.

The Head of the department primarily redress all grievances about evaluation, including the internal assessment marks awarded to the students. In case of dissatisfaction, the same is put before the Principal. The committee appointed by the principal looks after such grievances and redress the same.

Students apply for revaluation and verification of marks. The University provides the photocopy of answer books to students on demand after paying some fee. After receiving own answer-sheet if student wants he/she can apply for reassessment of answer book. In addition, follow up is kept with the University until the grievance is settled.

An aggrieved student who has the grievance(s) at university level shall make an application to the university through the principal of the college. The principal, after verifying the facts, shall forward it to the concerned section of the university. The university redress all such grievances within a reasonable time, preferably within fifteen days of the receipt of application.

The application submitted by the aggrieved student shall be forwarded to the concerned section (Dy. Registrar) viz. Academic grievance, administrative grievance etc. The university level committee is responsible to redress the matter.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.5.4 The institution adheres to the academic calendar for the conduct of CIE

Response:

The committee consisting of Principal and Examination committee prepares the academic calendar well in advance before the commencement of semester. The calendar outlines the semester class work schedule, internal examination schedule and external examination schedule. Before finalising the dates, it is made sure that there is sufficient time for syllabus coverage.

The head of the department finalizes the subjects for the faculty members based on their choice and area of interest or expertise. The faculty members prepares the lesson plan before the commencement of semester, indicating the topics to be covered lecture wise including the evaluation process for each subject and it is duly reviewed and approved by the head of the department. Timetable in-charge prepares the timetable as per the guidelines of respective statutory bodies for the number of credit hours for each subject prior to the commencement of the semester. Time-table is displayed on the notice boards.

During each semester 2 internal assessment test is conducted, the dates are mentioned in advance in the institutional plan. The performance of the students is assessed on a continuous basis by conducting two internal tests as per Bangalore University norms per semester where the average is taken of both. The units I and units II are completed for CIA test I and units III IV & V for CIA Test II.

In addition to the tests, assignments, mini-projects and quiz are also the part of Continuous Internal Evaluation. The evaluated answer books are returned to the students and an opportunity is given to the students to discuss the evaluation with the teacher. The teacher rectifies any error on the spot, if any. Finally the Internal Assessment is carried out for 30 marks.

The attendance for internal tests is compulsory marks are seen to the parents Teachers meeting is held to note the performance of their words and advised to take remedial measures if needed. In order to adhere to the dates mentioned in the calendar, staff meetings are conducted frequently by the principal to speed up the syllabus coverage. The systematic planning of the lessons to the implementation of the planning are clearly indicated on the work diary.

File Description	Document
Link for Additional Information	View Document

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 on website and communicated to teachers and students

Response:

Course outcome:

- CO1. Develop ethical managerial skills.
- CO2. Entrepreneurship development
- CO3. Leadership qualities
- CO4. Prepare students for advance learning / higher education
- CO5. Focusing on quality competency
- CO6. Exposure to CSR activities.

Program Specific Outcome:

- PSO 1. To cater to the manpower needs of companies in Accounting, Taxation, Auditing, Financial analysis and Management.
- PSO 2. To develop business analysts for companies, capital markets and commodity markets.
- PSO 3. To prepare students to take up higher education to become business scientists, Researchers consultants and teachers, with core competencies.
- PSO 4. To develop human resources to act as think tank for Business Development related issues.
- PSO 5. To develop entrepreneurs.

PSO 6.To develop business philosophers with a focus on social responsibility and ecological sustainability.

PSO 7.To develop IT enabled global middle level managers for solving real life business problems and addressing business development issues with a passion for quality competency and holistic approach.

PSO 8.To develop ethical managers with interdisciplinary approach.

PSO 9.To prepare students for professions in the field of Accountancy - Chartered Accountancy, Cost and Management Accountancy, Company Secretary, Professions in Capital and Commodity Markets, Professions in life and non life insurance and professions in Banks by passing the respective examinations of the respective professional bodies.

PSO 10.To develop the students for competitive examinations of UPSC, KPSC, BSRB, Staff Selection Commission, etc.

Description of Mechanism of communication

- Syllabus clearly states the course outcomes and objectives.
- A Clear picture is conveyed to the students about learning objectives.
- Performance of the students is evaluated and results are analyzed.

Motivate the students and assist them to conduct events to develop and enhance various managerial skills, leadership skills and societal obligations

File Description	Document
Link for Additional Information	View Document

2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

Response:

The college has certain benchmarks to measure the outcomes of various programs organized and also evaluation techniques for course outcomes. Program outcomes are measured by number of students getting placed in various organization results of the students, internal assessment tests, and surprise test etc. It acts as a barometer for performance evaluation. Program specific outcomes are evaluated by member of students participating in the session, case study analysis, report writing skill, interactive sessions on sharing experience, crisis management etc.

Course outcomes are measured by students understanding the course structure, objectives of the syllabus, skill development programs, seminars, participations, workshop conducted.

The program outcomes and program specific outcomes are assessed with the help of course outcomes. The knowledge and skills described by the course outcomes are mapped to specific problems on university examination, internal tests and assignments. Throughout the semester the faculty records the performance of each student. At the end of each semester the university conducts examination based on the results published by the university, the course outcomes are measured based on the course attainment level fixed by the program.

Assignments are given at the end of each chapter. The assignments are provided to students such that students will refer the text books and good reference books to find out the answers and understand the expected objective of the given problem. The questions asked in the assignments are mostly aligned with course outcome of the respective subject according to the performance of the students in answering each question.

2.6.3 Average pass percentage of Students

Response: 85

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 85

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Response: 100

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response:

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)

Response: 0

3.1.1.1 Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description

Document

List of project and grant details

[View Document](#)

3.1.2 Number of research projects per teacher funded, by government and non-government agencies, during the last five year

Response: 0

3.1.2.1 Number of research projects funded by government and non-government agencies during the last five years

3.1.2.2 Number of full time teachers worked in the institution during the last 5 years

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

Response:

The institution has created an ecosystem for innovation including incubation centre and other initiatives for creation and transfer of knowledge. College is providing e-resources through e-library and online resources and also conducts industrial visits for the students.

Incubation centre acts as a platform where ideas can be nurtured by expert mentoring to provide sustainable development for surviving and growing through tough and vulnerable stages. College has created an ecosystem for innovations by conducting entrepreneurship activities which includes brainstorming sessions, special lectures, product launch, crisis management, workshops etc. To initiate

transfer of knowledge special lecture was organised on “Challenges and opportunities about entrepreneurship”. The speaker Sri Anandkumar deputy director of MSME, Government of India, addressed the gathering. It was an informative and interactive session beneficial to the student fraternity.

Another lecture session was organised on “competency quotient of effective entrepreneurship”. The speaker Dr Rajdeep Manwani Co-ordinator from Department of Commerce, Jain University commenced his talk by drawing inferences of differences between a successful company and a sick industry. He also threw light on importance of setting a vision. Focus was given on 3G’s which act as a strength of every successful entrepreneur. It included the concepts of ‘Goal Gap and Grit’. The illustrations given were very motivational and worthy. It created an optimistic ambience throughout. The key issue faced by every entrepreneur was highlighted and how to overcome such complexities was thrown light upon. He created the split of entrepreneurship among young students to enhance value based education system among young minds. The event “Mission sale” was initiated where the students had stalls of various food items in the college campus and sold them actively with some marketing strategies. The amount gained from the sale of food stuffs were then donated to “Maatru Anantha Ashram” located in Kengeri. Almost 20 children of the age groups between 2 to 16 years were found. The students and faculties interacted with those children and spent valuable time. This was an attempt to build leadership qualities, Co-ordination and a sense of corporate social responsibility among students.

3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

Response: 1

3.2.2.1 Total number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
01	0	0	0	0

File Description	Document
Report of the event	View Document
List of workshops/seminars during the last 5 years	View Document

3.3 Research Publications and Awards

3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

Response: No

File Description	Document
Institutional data in prescribed format	View Document

3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

Response: Yes

3.3.3 Number of research papers per teacher in the Journals notified on UGC website during the last five years

Response: 0.03

3.3.3.1 Number of research papers in the Journals notified on UGC website during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	1	0	0	0

File Description	Document
List of research papers by title, author, department, name and year of publication	View Document
Any additional information	View Document

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

Response: 1.19

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

2017-18	2016-17	2015-16	2014-15	2013-14
1	4	2	1	2

File Description	Document
List books and chapters in edited volumes / books published	View Document

3.4 Extension Activities

3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

Response:

Extension activities are carried out by our college under NSS and YRC and other committee students. The Institution organises many extension activities in the city as well as in the neighbouring villages in order to serve the society and to work for poor & underprivileged people. The institution encourages the staff & students to carry out various outreach programmes, attendance is given to students & OOD to faculty who participate in various outreach programmes.

The institution provides education not just to find out one's inherent potentialities but also to contribute to the welfare of society. Extension activities are conducted in the college through various committees like Kshiti, Samuha such as Plantation of saplings, Temple cleaning & painting, distribution of medicinal plants, Swachhbharath programmes, women awareness programmes about diseases & precautions to be taken, Visiting Anathasrama, Girl child education, Aids Awareness Programme, Traffic awareness programmes in coordination with traffic police, programs on Health & Hygiene, programs on eye donation & organ donations, Program on "Save Trees" etc. are some of the activities organised by our college.

Every year blood donation camp is organised by youth Red Cross club in co-ordination with lions club & Red Cross. Special awareness has been created about utilization of solar plant, Rain water harvesting and its uses and prevention of Dengue. These programmes have made our students to respond to social issues; on the other hand it has contributed for their holistic development.

File Description	Document
Link for Additional Information	View Document

3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

Response: 5

3.4.2.1 Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
01	01	01	01	01

File Description	Document
Number of awards for extension activities in last 5 years	View Document
e-copy of the award letters	View Document

3.4.3 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the last five years

Response: 10

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

2017-18	2016-17	2015-16	2014-15	2013-14
02	02	02	02	02

File Description	Document
Reports of the event organized	View Document
Number of extension and outreach programs conducted with industry,community etc for the last five years	View Document

3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

Response: 1.85

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
08	05	05	03	04

File Description	Document
Average percentage of students participating in extension activities with Govt. or NGO etc.	View Document

3.5 Collaboration

3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

Response: 0

3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of Collaborative activities for research, faculty etc.	View Document

3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

Response: 2

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	1	0	1

File Description	Document
e-copies of the MoUs with institution/ industry/ corporate house	View Document
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	View Document

NAAC

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.

Response:

Seshadripuram Commerce College was started in the year 2005. The college is committed to provide all the necessary infrastructure support system for quality sustenance and in providing requirements of course curriculum and activities that promote holistic growth and development of students.

Teaching –Learning:

Teaching and learning is a process that includes many variables, these variables interact as learners work towards their goals and incorporate new knowledge, behaviour and skills which add to their range of experience. The teaching learning process has to be Student focused and must endeavour to promote Student centred leaning. Each student is motivated to take the ownership of his/her learning and reflect on the learning process.

Classrooms:

In the traditional teaching-learning method, the classrooms become important domains of all knowledge related activities. Our institution has sufficient number of well-furnished, well-ventilated, spacious classrooms and there are six classrooms in the institution which are enabled for ICT enabled teaching-learning process.

Computer lab:

A well provided Computer lab is in place measuring 423 square feet. It is provided with 24 systems procured with latest configuration. The Lab provides an opportunity for the students to get hands-on with the subject related topics. All the computers are LAN enabled. Systems have the latest configuration with 4th generation processor-45705/4GB DDR-3-Ram/1500GB hard disk drive with three years of warranty.

Business lab:

The College has made a provision for the Business Lab with a floor area of 383 sft. Students get an opportunity to bridge the gap between the theory and practical knowledge through this initiative. Students get the exposure to various instruments of financial and insurance houses and get an opportunity to work on them. Besides the lab also makes space for learning the procedure for filing of returns for various purposes, Demat Account and On-line trading practices.

Auditorium:

College has one big auditorium to conduct Conference, Seminars and workshops for students and faculty members as well. The auditorium hall has the capacity of 500 seating capacity it is completely air conditions and well equipped with LCD projectors.

Sports Rooms:

A well-furnished sports room is provided with physical space measuring 568 square feet in the cellar of campus. It is equipped with the necessary infrastructure for indoor sports activities.

The facility of ICT enabled teaching is available in 2 classrooms and one auditorium is equipped with facilities for ICT enabled teaching.

- The auditoria are equipped with LCD projector and surrounded by audio facilities.

File Description	Document
Link for Additional Information	View Document

4.1.2 The institution has adequate facilities for sports, games (indoor, outdoor), gymnasium, yoga centre etc., and cultural activities

Response:

The institution encompasses a well maintained campus spread over 15060.21 sq.ft. The College management believes in the all-round development of students there is a lot of encouragement for the students to participate in sports and cultural activities simultaneously.

The department of physical education develops warrior leaders of character who are physically and mentally tough by engaging students in activities which promote and enhance a healthy lifestyle, physical fitness and psychomotor development.

The college has many facilities for students and staff. It has a spacious and well equipped sports room with indoor games. The Institution conducts Annual Sports meet every year. Students are motivated to participate in Inter – Collegiate as well as Intra – Collegiate sports tournaments. Students are officially permitted whenever they have to attend tournaments at University- State / National levels. Students, who are unable to attend the internal tests due to sports events, are facilitated with retest and additional lectures. Every year special lectures and talks are arranged on topics related to health, hygiene and yoga for the benefit of the students and staff.

- College has sports facilities for outdoor games and indoor games like Table Tennis, Chess, and Carom etc.
- There is a provision for providing TA/DA to players for participation in Inter Collegiate, State and National level events.
- There is a provision for Refreshment and lunch for participants and staff.
- Winners are felicitated with mementos / Cash awards.
- The college has sports room with facilities for indoor sports activities, table tennis, chess and carom

and annual athletic meet is conducted the every year in the surrounding sports grounds.

Cultural Activities:

Culture is a way of life. It enhances opportunities for social interaction and development of relationships. Most of the activities are group oriented, which help every individual to develop as a team player. The students are provided with support systems like physical space, Public Address System etc.

Facilities	Description	From
Indoor Sports	The college conducts regular Indoor sports event like Carom, Table tennis, Chess etc.	2005
Yoga	International yoga day celebrated every 21st of June month	2015
Outdoor sports Activities	All outdoor sports activities like athletics conducted in Bangalore university ground, Central College and other sports activities like kabadi, Volleyball, throw Ball and cricket is conducted in Manovana Ground Near Vijayanagar, Bengaluru.	2012
NCC	College has NCC unit 2KAR battalion, NCC parades conduct every Thursday in a week.	2013
NSS	Our college NSS unit actively participated in NSS programmes affiliated to Bangalore university. Regularly camps are conducted every year.	2011
Youth Red Cross Wing	Youth red cross wing is active in organising programs which create awareness related to health and hygiene of students.	2012
Cultural Activities	The college has a forum for cultural activities "PRAGNYA" which plays an important role in providing students all the opportunities to participate at the Inter-Collegiate cultural activities to enhance their profession The committee makes use of auditorium in 4th floor and cellar of the college for the conduction of these programmes	2012

File Description	Document
Link for Additional Information	View Document

4.1.3 Percentage of classrooms and seminar halls with ICT - enabled facilities such as smart class, LMS, etc

Response: 71.43

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 5

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	View Document
Link for additional information which is optional	View Document

4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.**Response:** 25.45

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
16.01	5.0	5.6	2.5	4.35

File Description	Document
Details of budget allocation, excluding salary during the last five years	View Document
Audited utilization statements	View Document

4.2 Library as a Learning Resource**4.2.1 Library is automated using Integrated Library Management System (ILMS)****Response:**

The college library and information centre is the heart of the institution to fulfil the user needs of requirements in right earnest. Library and Information centre is serving as a resource centre and it aims to develop a comprehensive collection of books and journals useful for faculty and students of the institute and provide an efficient dissemination of knowledge. The library intends to incorporate the latest technology and adopt user friendly approach towards students and faculty. The library is adopting Open Access system which enables the readers to go to the bookshelves and select books and other resources by themselves freely. It is very spacious with square feet of 483. With the collection of reference and text books, journals, magazines and newspapers etc. E-learning facilities are providing computer based and virtual learning. The College has a book bank facility where students can barrow the books and use for the complete semester.

- The library and information Centre has an extensive collection of books, journals, magazines and is computerized with well-organized space and reference facility for both students and faculties.

Name of the ILMS Software: **Easylib**Nature of the automation: **Fully**Software version: **4.4.7**

Year of Automation: **2011**

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

Response:

- **Name of the book/ manuscript:** Shakespeare Survey of 38 Volumes
- **Name of the publisher:** S. Chand and Company, Ram Nagar, New Delhi-110055
- **Name of the Author:** Nicoll, Allardyce
- **Number of copies:** 38 Vol.
- **Year of publishing:** 1948, First Indian reprints 1980.

File Description	Document
Any additional information	View Document

4.2.3 Does the institution have the following:

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: C. Any 2 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	View Document

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

Response: 1.38

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
1.02	2.07	2.40	0.48	0.92

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	View Document
Audited statements of accounts	View Document

4.2.5 Availability of remote access to e-resources of the library

Response: Yes

4.2.6 Percentage per day usage of library by teachers and students

Response: 24.62

4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 65

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi**Response:**

With the new paradigm shift in teaching, the teachers and students are now enabled with services and expertise that invite them to learn better and use Information and Communication Technology (ICT) aids for better educational outcomes. The College enables the use of computers and internet available for presentation and a demonstration that provides direct instruction and minimizes learner isolation.

Institution has well developed IT facilities including Wi-Fi. Adequate number of computers with printers, scanners and high speed internet facilities are made available in lab, library and office. All computers are LAN enabled with bandwidth speed of 150mbps.

Networked computers and the internet are the ICT's that create collaborative learning and teaching. Educational outcomes through internet facility have given a better scope for students to use technological tools and resources for learning. The potential of each technology varies in the way it is made use in the college. Wi-Fi is provided in the campus paving the way for teachers-learners and learner-learner discussion.

To provide adequate facilities to students required numbers of computers are placed with internet connection. LCD projectors are also made available with 4-ICT enabled classrooms in the campus. Digita campus app (cloud app) was being used to monitor and track the growth of student's facilities where lesson plan and attendance can be viewed and now it is replaced with IPOMO app where attendance is monitored and the same is informed to parents.

4.3.2 Student - Computer ratio

Response: 11.64

4.3.3 Available bandwidth of internet connection in the Institution (Lease line)

>=50 MBPS

35-50 MBPS

20-35 MBPS

5-20 MBPS

Response: >=50 MBPS

4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)

Response: Yes

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	View Document
Link to photographs	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years

Response: 9.56

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

2017-18	2016-17	2015-16	2014-15	2013-14
2.33	2.96	2.61	2.71	2.64

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	View Document
Audited statements of accounts.	View Document

4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Response:

The institution has a well-planned policy procedure to ensure the best facilities in maintaining and developing the various resources available in the college campus. The college provides sophisticated infrastructural facilities which are regularly well maintained and managed to enhance welfare of students.

The department of library and information centre is well maintained in a planned procedure and policy to procure resources.

Library Procedure:

The library attempts to procure relevant collection of books, journals and magazines to support all the user requirements.

- At the beginning of the semester, publishers' catalogue along with indent forms is circulated to

faculty. Faculty are requested to recommend latest titles in their subject domain.

- The librarian also keeps abreast of latest publications and journals both print and Non-Print for teachers and ads journals, magazines to the library from time to time.
- Students are encouraged to recommend books and magazines.
- Newly procured books and journals are displayed in the new arrival racks, so as draw the interest of the library user.
- For E-journals, E-resources library maintains an annual membership with N-LIST consortia.

Sports:

List of requirements of sports materials will be prepared by the PED and will be given to the Principal. Quotation from 3 different vendors will be taken and forwarded to the account section for the approval. Purchase committee will scrutinise the quotation and sends the final approved copy. Purchase order will be prepared and items will be purchased. Later purchase order will be entered in the stock register and record is maintained to ensure entries and problems if any.

- Annual maintenance contract are signed up with various companies to ensure the maintenance of infrastructure.
- Stock registers are maintained in the college and maintenance of the computers done by the technician.
- Stock verification is done in all the departments at the end of academic year. The office superintendent takes care of all major/minor repair works before the semester start.
- Annual budget is proposed to the Trust, which allows the funds for servicing and repair of the instruments.
- College focuses on maintaining a proper sensitisation of the class rooms and all other rooms of the campus by the Non-Teaching staff.
- Suggestion boxes and drinking water is provided.

S.No	Details	Maintenance with	Frequency
1.	Computers	Sumitra Computers, Bengaluru	As and when repairs occur
1.	Printers	Sumitra Computers, Bengaluru	Getting change the drum or 4 times
1.	Projectors	Private	As and when repairs occur
1.	Xerox Machine	Abhishek Enterprises, Bangalore	As and when repairs occur
1.	ID Card Machines	Easylib Software Limited, Bangalore	As and when repairs occur
1.	Water Purifier	Private	As and when repairs occur
1.	Fans and LEDbulbs other maintenance	SET	As and when repairs occur
1.	Fire safety equipment	ACE Enterprises, Through SET	Yearly
1.	CCTV	World –tech Enterprises	As and when repairs occur
1.	Elevator	Usha Elevators	As and when repairs occur
1.	Security	Security protection and Service	Well Maintained

File Description	Document
Link for Additional Information	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

Response: 8.89

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
44	27	24	06	18

File Description	Document
Upload self attested letter with the list of students sanctioned scholarships	View Document
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	View Document

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

Response: 2.95

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
6	12	11	5	6

File Description	Document
Number of students benefited by scholarships and freeships besides government schemes in last 5 years	View Document
Any additional information	View Document

5.1.3 Number of capability enhancement and development schemes –

1. For competitive examinations
2. Career counselling
3. Soft skill development
4. Remedial coaching
5. Language lab
6. Bridge courses
7. Yoga and meditation
8. Personal Counselling

A. 7 or more of the above

B. Any 6 of the above

C. Any 5 of the above

D. Any 4 of the above

Response: B. Any 6 of the above

File Description	Document
Details of capability enhancement and development schemes	View Document
Link to Institutional website	View Document

5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

Response: 33.79

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

2017-18	2016-17	2015-16	2014-15	2013-14
100	80	74	111	102

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	View Document

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years**Response:** 0

5.1.5.1 Number of students attending VET year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description**Document**

Details of the students benefited by VET

[View Document](#)**5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases****Response:** Yes**File Description****Document**

Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee

[View Document](#)

Details of student grievances including sexual harassment and ragging cases

[View Document](#)**5.2 Student Progression****5.2.1 Average percentage of placement of outgoing students during the last five years****Response:** 21.28

5.2.1.1 Number of outgoing students placed year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
42	14	25	11	03

File Description	Document
Self attested list of students placed	View Document
Details of student placement during the last five years	View Document

5.2.2 Percentage of student progression to higher education (previous graduating batch)

Response: 8

5.2.2.1 Number of outgoing students progressing to higher education

Response: 08

File Description	Document
Upload supporting data for student/alumni	View Document
Details of student progression to higher education	View Document

5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 40

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations) year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	0	0	3	0

5.2.3.2 Number of students who have appeared for the exams year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	0	0	3	0

File Description	Document
Upload supporting data for the same	View Document
Number of students qualifying in state/ national/ international level examinations during the last five years	View Document

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) during the last five years.

Response: 8

5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	4	1	1	2

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	View Document
e-copies of award letters and certificates	View Document

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Response:

The main role of the student council is to promote the interest of the college and the involvement of the students in co-operation with management, parents and teachers.

General objectives of student council:

- To enhance communication between students, management, staff and parents.
- To promote environment conducive to educational and personal development.
- To promote friendship and respect among pupils.
- To support management and staff in the development of the institution.
- To represent the views of the students on matters of general concern to them.

College creates a platform for active participation of the students in various academic and administrative bodies including other activities. This empowers the students in gaining leadership qualities, rules, regulations and execution skills.

The Institution has various committees with student co-ordinators. Such as Kshiti, Samuha, Spoorthi, Pragnya, Commerce Forum etc. Each council or committee has one faculty as a convener, two or three faculties.

- To promote friendship and respect among pupils.
- To support management and staff in the development of the institution.
- To represent the views of the students on matters of general concern to them.

Each class has two students as student representatives. Student representatives bring the common problems of students to the notice of principal and set them resolved. They organize various co-curricular, extra-curricular activities and annual meet. Students help in improvisation of the quality, growth and development of the institution. The student representatives bring forward the views and suggestions of the entire class.

Organizing, planning, execution of sports and cultural activities are done by students. This participatory approach helps them to develop their leadership skills. The college publishes magazine every year with the help of students. The college collects articles, poems, drawings, sketches for the magazines.

File Description	Document
Link for Additional Information	View Document

5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

Response: 30.2

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
24	31	40	27	29

File Description	Document
Report of the event	View Document
Number of sports and cultural activities / competitions organised per year	View Document

5.4 Alumni Engagement

5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Response:

The College alumni association "SAMAGAMA" was established in the year 2012-13. Annual Alumni meet is always held in the month of January every year. Alumni share their expertise and experience through their motivational talks. The Alumni Cell has been mandated to create an environment for the growth of our students in association with our Alumni for generating intellectual capability, innovation, skill development and entrepreneurial capability in partnership with industries. The alumni are the link between the past and the present which shall pave the way for the future. The purpose of an association is to foster a spirit of loyalty and to promote the general welfare of an organization. Alumni association of college exists to support the parent organization goals, and to strengthen the ties between alumni, the community and the parent organization. The Institution has a social networking page and a separate link in the website where the Alumni can register and connect to share their ideas.

Contributions to the Institution

The Alumni has contributed water filter to the welfare of the students. They contributed 4 photos of Dr. A. P. J. Abdul Kalam. Alumni also help the institution by giving a special lecture on "Preparation for examination" which was delivered by Nikhil Gangadhar, an alumnus of our institution. We invited few Alumni students to share their expertise knowledge with the students and to judge the commerce and cultural forum activities. Alumni also contributed their efforts for organising Inter – Collegiate Fest.

File Description	Document
Link for Additional Information	View Document

5.4.2 Alumni contribution during the last five years(INR in Lakhs)

? 5 Lakhs

4 Lakhs - 5 Lakhs

3 Lakhs - 4 Lakhs

1 Lakh - 3 Lakhs

Response: <1 Lakh

File Description	Document
Alumni association audited statements	View Document

5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

Response: 7

5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	1	2	1	1

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years.	View Document
Report of the event	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

Response:

The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution.

Vision

Contributing personalities of apex disposition of intellect, Culture and Mission.

Mission

To create leaders through holistic education. Our holistic education fosters the following core values in our students.

- Intellectual Enlightenment
- Moral Uprightness
- Spiritual Orientation
- Social Commitment
- Emotional Balance

Seshadripuram Commerce College is an off shoot of the mighty Seshadripuram Educational trust with 80

years of academic excellence. Seshadripuram Commerce College has shown fidelity to endeavour persistently to enhance and revamp our systems with an objective of becoming eminent in our field. The Governance strives in every possible way to reflect on effective leadership compatible with the vision and mission of the institution.

- Vision and Mission statements are transmitted to all the students and are prestigiously displayed at notice board, website and also printed in the prospectus.
 - Under the guiding force of Seshadripuram Educational Trust, the college has successfully created intellectuals of apex disposition who are globally competent and can contribute to the society.
 - To persuade the organizations' management, conduct, execution and persistent enhancement the college has a Governing Council.
 - The Governing system includes Management, Governing Council, Principal, IQAC, College Council, Committee of College and Students' Council-
 - The top management comprises The President, Secretary, Chairman, Trust members and other members of the trust. The Secretary conducts meetings with the Principal to review the academic administration, research and development, Teaching-Learning process and other plans for academic excellence of the institution.
 - The Principal conducts regular meetings with all the Heads of the Departments regarding academic activities, students' improvements, Placement and training, Research and extension activities, Industrial visits, Alumni interactions etc...
-
- To persuade progress, to motivate to have exceptional achievements and contributions, monthly meetings are conducted by the Principal with all the faculty members. The Heads of the departments also conduct regular meetings with all other faculty members.
 - The IQAC plays a major role in developing realistic and attainable quality benchmarks for each academic and administrative activity. The coordinator ensures effective functioning of all members.
 - The Student Council helps to share student's ideas and interests with teachers and Principal. It ensures all students participation in the college activities.
 - An Excellent Committee system is followed to have systematic empowerment and participation of all the teachers in decision making bodies.
 - In Order to create Leaders; Seshadripuram Commerce College aims at providing holistic education which fosters the intellectual enlightenment, Moral uprightness, Spiritual orientation, Social commitment and emotional balance. Tidying with this expedition students are rendered with excellent academic abode, Infrastructure, Well-Equipped classrooms, Library and support infrastructure for sports and cultural activities. Library is upgraded with automation and barcode system.

The institution has given opportunities for all the students to participate in extensional activities. The college aspires to have holistic development in all students. It involves the faculty and the students' community in all the activities both within and outside the college to build local as well as global network.

File Description	Document
Link for Additional Information	View Document

6.1.2 The institution practices decentralization and participative management

Response:

SESHADRIPURAM EDUCATIONAL TRUST

Seshadripuram Commerce College recommends the culture of collaborative management. The structured organizational system is the result of participative management. The quality policy of the institution is the product of two key aspects, decentralization and participative management which empowers leaders at various levels. Each department is given the liberty, flexibility and autonomy in planning for their domain by decentralization and participative management of Seshadripuram Commerce College. To foster leadership qualities at all levels, various committees are formed and all the members of the staff are given opportunities. Seshadripuram Commerce College has created a friendly ambiance to all the employees and they are given complete liberty to give advices and to participate in decision making process.(shown in chart)

GOVERING COUNCIL

PRINCIPAL

IQAC

HOD

SENIOR FACULTY

FACULTY

STUDENTS

Participative Management is implemented as follows.

A. Role of Head of the Institution

Regular meetings are conducted by the Principal with all the Heads of the Department and committee heads. Academic structure, Circulars, Co-Curricular, extracurricular activities, Students' Progression, Placements and Training, Research and Extension Services, Alumni interactions, Industry communication etc.. are discussed in meetings. Weekly meetings are also held regarding academic activities and given guidance for the effective implementation. Departments regularly conduct meetings with all other faculty members. They are motivated for good performance and contributions. The institution ensures continuous improvements in holistic education by implementing decentralization and participative management.

B. IQAC

IQAC ensures the quality of academics by monitoring all the major aspects of the institution. It plays a major role in developing realistic benchmarks for each academic and administrative activity. The Coordinator ensures effective functioning of all members

C. Staff level

- 1) Admission process
- 2) Promotional activities
- 3) College major events like college day, graduation day and other fests.
- 4) Examination conduction

D. Senior Faculty and Faculty level

- 1) Admission process

- 2) Academic council
- 3) Promotional activities
- 4) Planning and monitoring
- 5) Institutional events
- 6) IQAC
- 7) Formation of various committees
- 8) Participation in G.C. meeting

E. Student level

- 1) Committees for academic issues.
- 2) Student council and representative meetings for the discussion of administrative meetings.
- 3) Event heads for curricular, co-curricular and extracurricular activities.

File Description	Document
Link for Additional Information	View Document

6.2 Strategy Development and Deployment

6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

Response:

Yes, the college has the practice of preparing and deploying the strategic perspective plan of the institution at the beginning of every academic year and review the same for quality sustenance and enhancement at the end of every academic year. As per the guidance of the IQAC, each department and each cell is asked to prepare the Strategic Perspective Plan and the same is consolidated to draw the Perspective Plan of the College, which is then synchronized with the Calendar of events of the Bangalore University.

The commencement of every academic year is followed by meeting. In the meeting each committee members present their plan, which is prepared based on the objectives and the review of the last year's meetings. The committee members under the leadership of IQAC all the activities are conducted. And at the end of the year review of these is done and left out activities is carried for the next academic year.

The Perspective Plan is prepared to ensure that college activities are aligned with the objectives of the institution.

Perspective plan for the proceeding 5 years is as follows: while preparing the perspective plan the IQAC has considered following main objectives:

- NAAC – Accreditation.
- Quality Enhancement in all the domains of the institution.
- To improve students centric modes of curriculum
- To provide immense opportunities in order to promote entrepreneurship and employment skills among students
- To promote staff excellence
- To enhance diversity in admission.
- Decentralized administrative mechanism with accountability.
- Distribution of responsibility equitably according to capability.
- Formulating annually on the day of reopening, statutory and non-statutory committees with clearly defined roles, responsibilities and objectives.
- Efficient students grievance cell, women cell, Anti-ragging cell etc. having wide representation of staff and students in decision making, execution of policies and in growth prospect of the college.

File Description	Document
Strategic Plan and deployment documents on the website	View Document
Link for Additional Information	View Document

6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

Response:

Organizational structure of the HEI including governing body, administrative setup and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance Redressal mechanism.

SESHADRIPURAM EDUCATIONAL TRUST
BOARD OF MANAGEMENT
GOVERNING COUNCIL
PRINCIPAL
ACADEMIC
Administrative

Library and Information Centre
Physical Education
Office Superintendent
HOD'S
Consultant
Directors'
UG
Support Staff
Librarian
Computer Programmer
Accountant
Office Assistant
Teaching faculty

NAAC

The Seshadripuram Commerce College organizational structure outlines the structure of the Seshadripuram Educational Trust, Board of Management, Governing Council, Principal divisions under college as teaching and non-teaching college plays a vital role in running the institution.

1. Seshadripuram Educational Trust acts as a guiding force in running the institution
2. Board of Management includes the President, Secretary, Chairman, Trust Members and other members of trust. The Secretary conducts meetings with the Principal to review the academic administration, research and development, Teaching-Learning process and regarding other plans for the overall development of the institution
3. The Governing Council embodies management, Governing council, Principal, IQAC, College council, committees of college and student councils
4. The Principal conducts regular meetings with all the Heads of the Departments regarding academic activities, students' improvements, Placement & training, Research and extension activities, Industrial visits, Alumni interaction etc.

Administration and staff

The institutions administration is composed of two interrelated administrative cohorts:- One is responsible for the oversight and administration of academic affairs (teaching) and the other is charged with institutional administration (non-teaching).

The academic affairs includes

1. HOD – HOD's prime role is to provide strong academic leadership. Under HOD's leadership all the work is executed and HOD acts as a bridge between other teaching faculty and Principal. They conduct regular meetings with Principal and give a review of academic excellence.
2. Teaching Faculty – Under the guidance and leadership of HOD the faculty is responsible in carrying out the academic activities. They also take part in admission process, promotional activities and other major events of the college.

Along with the academics extra-curricular activities are conducted by them.

1. Office Superintendent is in-charge of the administrative work He plays a major role in allotment of work to his subordinate workers.

2. Office Assistant is responsible for general administrative support in the office activities and performs clerical duties.
3. Accountant is responsible to keep an account of all financial transaction related to admission fees, semester fees, maintenance etc. He/She prepares the annual account and deals with bank regarding other financial updates.
4. Computer Programmer manages all the activities relating to the computer systems and networking.
5. Librarian is responsible for the overall in-charge of the library.
6. Physical Education Director is responsible for all the activities related to the Physical Education. His duty is to maintain sports materials and to conduct Intra College, Inter College, Inter University and Inter State competition.
7. Supporting staff performs the duty assigned to them and helps to maintain the eco-friendly environment of the institution.

6.2.3 Implementation of e-governance in areas of operation

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

- A. All 5 of the above
- B. Any 4 of the above
- C. Any 3 of the above
- D. Any 2 of the above

Response: C. Any 3 of the above

File Description	Document
ERP Document	View Document
Details of implementation of e-governance in areas of operation Planning and Development, Administration etc	View Document

6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

Response:

For the overall development of the students various curricular and co-curricular activities are conducted and for the smooth functioning of these activities different association councils and committees headed by

lecturers are formed. Under the guidance of IQAC each committee head conveys the meeting and plans for the upcoming activities.

The various committees are:

Student Grievance Redressal cell attends the general grievance of the students and instructs the concerned to promptly attend the grievances.

Placement and Career Guidance Cell (Unnati) aims to guide the student for their overall development and to help them in getting better placement in companies.

Counselling Cell (Manasvini) helps in providing guidance and to improve the personality of the students.

Eco Club (Kshiti) enables to create awareness amongst the students and the staff about the need for protection of our environment. And also to organise relevant programmes on environmental issues.

Anti-Ragging Cell acts as a supervisory and advisory committee in preserving culture and aims to provide ragging free environment in the college campus.

Sports Club takes the initiative to organise intramural sports, athletic competitions and sports activities for students.

Exam Committee's main duty is to assess students through internal test and to ensure whether the statement of marks is given to students and marks lists are submitted by lecturers in a stipulated time.

Library Committee aims to maintain library up-to-date and current besides taking care of provisioning digital resources and make all these available for the students and teachers.

NCC and NSS units main work is to plan and execute NSS programme for the year. To distribute the work for the NSS volunteers for the maintenance of cleanliness in and around the college.

The main duty of Time Table Committee is to frame a suitable clash free time table and also to scrutinize the work load of the individual faculty members as per the University rules.

Women Forum and Anti-Sexual Cell (Spoorthi) aims to provide a healthy and congenial atmosphere member.

The main motive of Community orientation club (Samuha) is to serve the surrounding community around the college. Thus help the students in connecting and building a rapport with the community

The main objective of Commerce Forum (Parva) is to provide a platform for students on socio-political-economic issues through various activities and thus help in refining the students.

Youth Red Cross Unit is a humanitarian organization aiming to protect human life and health by organising programmes.

Cultural Club(Pragnya) aims to preserve and promote the culture of our college. It serves as a forum of literary activities, discussion, debates and in organising cultural fests.

6.3 Faculty Empowerment Strategies

6.3.1 The institution has effective welfare measures for teaching and non-teaching staff

Response:

Staff Welfare

- Employees that draw salaries up to Rs.15, 000 are covered under the provision of the employees' state insurance Act (ESI) and Employees who draw salaries more than Rs.15, 000 are covered under health insurance policy with New India Assurance Company Limited.
- Extension of gratuity benefits to all employees working in the unaided section is provided.
- Sanction of maternity leave to unaided staff is provided. The benefit of sanction of 135 days of maternity leave is accorded to the women staff.
- Group medi-claim policy- personal accident policy for SET employee. The SET has taken group medi-claim policy that is personal accident policy for its employees are provisioned.
- Provident fund scheme is provided to all the employees of SET.
- The management has decided to provide 100% concession in fees other than government fee to one child of staff up to pre university course.
- Staff retired during the previous year are honoured and recognised for their services on an annual get together of staff and management called "Sneha Sammilana".
- The institution also encourages our faculties to acquire higher qualification M.Phil. And Ph.D. and also present paper at National and International seminars.
- The Trust has evolved its own pay bands. The pay bands for Teaching and Non-teaching staff are revised from time to time in keeping with the finances of the trust.

File Description	Document
Any additional information	View Document

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

Response: 38.06

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

2017-18	2016-17	2015-16	2014-15	2013-14
3	3	3	5	2

File Description	Document
Details of teachers provided with financial support to attend conferences,workshops etc. during the last five years	View Document

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 3.2

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
7	2	4	3	0

File Description	Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	View Document

6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

Response: 60.83

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
8	5	6	3	3

File Description	Document
Details of teachers attending professional development programs during the last five years	View Document

6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

Response:

Performance appraisal system is undertaken by feedback mechanism which is conducted twice a year, students provide their valuable feedback for teaching staff which include evaluation on various parameters like subject knowledge, innovative teaching skills, classroom interaction Etc. The institution also evaluates the performance of both teaching and non-teaching staff to provide an opportunity for their improvement.

The Appraisal report is based on the Annual performance of the employee on the basis of their academic, research and other extra-curricular activities. It is also based upon his/her relation with the students, colleagues and administration. The overall report is further reviewed by the principal and final performance functioning status is setup and confidentially recorded in the office.

This acts as a barometer for promotions and taking by additional responsibilities. The staff must be competent in personal conduct, leadership qualities, power of supervision, decision making capacity, promptness accuracy etc. this helps in achieving goals set times and contribute to upliftment of personal and professional.

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

The college has a systematic procedure for internal and external audit accounts are well maintained and audited regularly by internal & external auditors. External audit is conducted by Cheriyan M. Mathews.

The last audit was conducted on 30.8.17. No major audit objection has been raised.

Year	Date of Internal Audit conducted (AAA inspection)	Date of external Audit conducted	Audit objections By B P Rao associations Pvt Ltd	Action Taken
2012-13	30.04.2013	28.08.2013	No major Audit objection Have been raised	Best quantity With authenticity & accuracy
2013-14	10.04.2014	26.09.2014	No major Audit objection Have been raised	Best quantity With accuracy is continued
2014-15	18.08.2015	24.08.2015	No major Audit objection Have been raised	Best quantity With accuracy is continued
2015-16	16.06.2016	03.10.2016	No major Audit objection Have been raised	Best quantity With accuracy is continued
2016-17	28.10.2017	30.08.2017	No major Audit objection Have been raised	Best quantity With accuracy is continued

6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs)

Response: 0

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	View Document

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

Seshadripuram Commerce College is a self-financed institution, where the funds are generated through the fees paid by the students. Deficit is managed by taking advance from the parent trust (Seshadripuram Education Trust). The institute has a well-defined mechanism to monitor effective and efficient utilization of available financial resources for the development of the academic processes and infrastructure development. Institutional budget is prepared by Principal every year taking into consideration of recurring

and non-recurring expenditures. Accordingly, all the administrative and academic heads are requested to submit the budget required for the subsequent financial year. As and when emergency requirements arise it is given after sanctioned revived from office. Institute adheres to Utilization of budget approved for academic expenses and administrative expenses by management. After final approval of budget the purchasing process is initiated by purchase committee which includes all head of departments and account officer, accordingly the quotations called and after the negotiations purchase order are placed. The payments is released after delivery of the respective goods it is done as per the terms and conditions mentioned in Purchase order. All transaction has transparency through bills and vouchers. The bill payments are passed after testing & verification of items. Only authorized person operate the transaction through bank. Financial audit is conducted by chartered accountant every financial year to verify the compliance.

The following are the institutional strategies for mobilization of fund & utilization of resources.

- The fee is collected to cover the cost of various aspects.
- Salaries consist of 46.08% of Tuition fees.
- NEP includes Workshop, Personality development program, Student Tour etc. and 7.06% of Tuition fees are allotted to it.
- Advertisement expenses covers 2.35% of income
- Repairs & maintenance covers 1.41% of Tuition fees.

6.5 Internal Quality Assurance System

6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Response:

Quality is a crucial parameter that puts an organization ahead from its competitors. Enhancing quality at every level in workplace is a vital factor for sustainable development. The college thrives hard to contribute to quality assurance through internal quality assurance cell (IQAC) with many initiatives.

Best practice 1 – Guidance to advance and slow learners.

Institution conducts an orientation program for all newly admitted students to make them aware of program structure, examination scheme, and various courses in the program and career opportunities. The Institution has adopted the policy to identify advanced learners and slow learners.

Class teachers and mentors evaluate the students and categorise the students as advanced and slow learners and provide them suitable guidance. Special programs organised and supplemented by the institution for slow learners are remedial classes, guest lectures, class tests and counselling by mentor. At the same time special programmes are organised and implemented by the institution for boosting creativity, leadership and intelligence of advanced learners which includes group activities, conferences, seminars etc. This activity positively contributed to cater to the diverse needs of slow learners and advance learners.

Best practice 2 - Faculty development programme and workshop.

In order to improve the quality of faculty, FDP and workshops are organised in the college. FDP's have proved to be successful for improving teaching skill in higher education. FDP produced positive effect on students' academic achievements.

Objectives of FDP are :

- 1.To change in attitudes towards teaching and faculty development.
- 2.To gain knowledge and skills.
- 3.To change teaching behaviour.
- 4.Improve various skills like communication skills, teamwork and presentation skills.
- 5.To solve problems and develop creative solutions.
- 6.To give practical insight.

A faculty development programme was organised on “Activity Based learning and teaching” on 11th march 2015.

On 10th December 2015, FDP was organised on “Collaborative leadership”

On 21st September 2016, FDP was organised on “ Carrier mapping”

On 26th September 2017, FDP was held in the college on “Communication skills including Body language, oral and written communication”

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms

Response:

Institution follows a systematic review mechanism for teaching learning process and has a planned agenda for the entire system to function effectively and efficiently. Faculties are required to prepare a lesson plan for each subject they handle and make sure that the syllabus is completed within the time frame. Students are given an opportunity to express their views and suggestions through a well-established feedback system. This creates a sense of responsibility among teaching staff to deliver qualitative stuffs to the students with value added learning.

Learning outcomes are assessed by result analysis of every semester, which gives a platform to showcase students' ability to gain subjective knowledge and practical applications.

IQAC facilitates teaching learning process in an organised manner and reviews it regularly. The students are encouraged for peer teaching and learning to establish effective student learning outcomes. Internal evaluation is based on their knowledge and ability to put forth what they have gained. Remedial classes are conducted to monitor their up gradation and create an ambience to revise. This acts as a tool for better

learning.

IQAC of the institution also ensures a better way for personalised understanding of the students by faculties through mentoring system. Students are also motivated to attend seminars, workshops and conferences and also present papers.

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

Response: 4.4

6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
5	7	4	3	3

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	View Document
IQAC link	View Document

6.5.4 Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements
2. Academic Administrative Audit (AAA) and initiation of follow up action
3. Participation in NIRF
4. ISO Certification
5. NBA or any other quality audit

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: D. Any 1 of the above

File Description	Document
Details of Quality assurance initiatives of the institution	View Document

6.5.5 Incremental improvements made during the preceding five years (*in case of first cycle*) Post accreditation quality initiatives (*second and subsequent cycles*)

Response:

Maintaining the best quality with available resources helps in successful implementation of academic and administrative performance of the institution. The institution has IQAC set up with quality Benchmarks and parameters related to evaluation procedures. For quality enhancement in academic domains the institution mainly focuses certain vital aspects.

Faculty development programme are conducted to develop and upgrade the teaching skills and ensure the best teaching learning outcomes. Faculties are also motivated to attend FDP's conducted in various other institutions. 50% of the faculty members have cleared eligibility tests like UGC NET and KSET.

Guest lectures are conducted regularly on academic aspects and certain other vital aspects to create awareness among students. The students are provided with ample books for reference and lecture notes which aids in overall enhancement of learning ambience in the institution. They are also provided with book bank facility where the students are provided with a set of books which can be given back after the course completion. Remedial classes are conducted for slow learners which aids in peer learning and peer teaching techniques. The results have gradually increased every year (72% to 88%).

The institution provides training and development for the students to enhance their interpersonal skills and aptitude techniques. Every year students are selected for various companies. The placements of students in the college are gradually increasing every year (2.94% to 42%)

With sophisticated technology quality enhancement initiatives can be easily implemented for the development of the institution administration domains are also exposed to incremental improvements in the past few years. Exam fees are collected now even with an option for online payment. University fees can also be paid online through the official website where the office plays an important role. Hall tickets are also downloaded online results are downloaded online when the result sheets are available. Staff attendance (Log-in and Log-out) is taken through biometric. Students' attendance is also taken through with the help of an online application called IPOMO where it gives scope for various aspects for the attendance, absentees list, uploading of marks etc. Earlier all this processes was manually done. Maintaining accounts was also done manually and record keeping was also a tedious job with the help of accounting software tally, accounting process and procedures are made simple and aids in paperless office.

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

Response: 9

7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	2	3	1	2

File Description

Document

Report of the event

[View Document](#)

List of gender equity promotion programs organized by the institution

[View Document](#)

7.1.2

1. Institution shows gender sensitivity in providing facilities such as:

- 1. Safety and Security**
- 2. Counselling**
- 3. Common Room**

Response:

In a democratic country, every woman has equal rights in terms of education, employment, social, economic & political leaderships. There is no creation of man, without a woman, society should treat the women with due respect in all humility bestowing on them, equality & dignity as mothers & sisters. Today Gender sensibility has become a very sensitive issue, this issue is not related only in our country, even other countries are facing major issues.

Gender sensitivity is not about pitting women against men, on the contrary education in gender sensitivity benefits members of both sexes. The Students gender ratio of the College is 48% of female & 52% of male respectively.

a. Safety and Social Security:-

The College provides safety & security to the students in the campus. The Students are monitored by the Surveillance of CC Camera. Cameras are placed in each classes & sensitive zones of the College. Once the students enters the College, they are allowed to go out only after long bell, In case of emergency

information is given to parents and sent. The Physical Director of the College patrols during the break.

Many Gender Sensitivity Programs like Guest lecture, Counselling and film shows are organized under “SPOORTHI” - The Women Empowerment Cell, Anti ragging and prevention of Sexual Harassment cells. These programs are done with a view to create awareness about legal rights & redressal agency.

Short movies are shown to all the Students of the College. Most of the movies inspire us to change our life. Many movies are related to ethical values one should inculcate in their life and makes you emotionally stable.

b. Counselling:-

The Staff members are trained by experts for counselling, during the counselling session for the students, awareness is created regarding gender sensitivity. The major objective of counselling is that students freely & confidentially express their academic, emotional and personal pressures. Personal issues related to the students are considered seriously and counselling is done for students.

Anti-Ragging cell plays an important role in gender sensitivity. Till date the college has not come across ragging. Eve teasing is strictly prohibited in our College. There is no history of sexual harassment in our college.

c. Common Room:-

The institution has provided a common room to the female students, a cot, a table, a long Mirror, few chairs, first aid box, sanitary napkins, hand wash, etc provided in this room. Students can even have lunch and spend some time during the break and relax in comfort.

All the Students are given equal opportunity to take part in various events like inter College Competition, Cultural, Commerce, Events, Seminars, workshops and Students take part actively in Ramakrishna mission and Sharadha Matt. The College NSS unit conducts various outreach programs, 7 days NSS camps and one day camp. Students participate in the programme without any hesitation; here we observe equal participation of the students in the programme.

7.1.3 Alternate Energy initiatives such as:

1. Percentage of annual power requirement of the Institution met by the renewable energy sources

Response: 0

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

7.1.3.2 Total annual power requirement (in KWH)

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	View Document

7.1.4 Percentage of annual lighting power requirements met through LED bulbs**Response:** 39**7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)****Response:** 11.7**7.1.4.2 Annual lighting power requirement (in KWH)****Response:** 30**File Description****Document**

Details of lighting power requirements met through LED bulbs

[View Document](#)**7.1.5 Waste Management steps including:**

- **Solid waste management**
- **Liquid waste management**
- **E-waste management**

Response:

Waste Collection and disposal plays an important role to keep the globe clean and sustain people's health and conserve Nature's beauty. Thousands of years ago people use to dig hole and bury their refuse and waste. The most important reason for waste collection is the protection of environment and health. Rubbish and waste can cause air and water pollution. The college NSS unit organises swatch Bharath programme and cleans the college campus.

Waste Management and recycling is an enormous task which involves both logistical planning and scientific knowledge. The College has a systematic and scientific waste management process. It maintains separate dustbins for three different categories of waste like Dry waste, wet waste and sanitary waste.

The institution aims at protecting Human rights and environment by managing the waste, solid waste is a challenge not only to the college but even to the society at large. Solid waste is obtained by cleaning the class rooms and campus (like papers, remains of food particles, dust etc. The solid waste is collected at source and segregated to dump in three different colour bins which is used for collection of waste in the college. These dry wastes are not recycled but they are disposed every day. The college has undertaken the task of recycling and reusing some waste. The litters (dry leaves) are collected and allowed to decompose and used as manure for plants and to maintain a small garden. Sanitary items are packed in a separate cover and disposed. The BBMP collects the waste once in a day. In this way our College manages waste and keep the College campus clean.

7.1.6 Rain water harvesting structures and utilization in the campus

Response:

Rain Water harvesting is one of the simplest and oldest methods of self-supply of water for households. Rain water harvesting is the accumulation and storage of rain water for reuse on site, rather than allowing it to run off. The water which is harvested can be used as drinking water, longer term storage and for other purposes such as ground water recharge.

In the college rain water collected on the roof (terrace). The collected water is allowed to run through its pathway. To the left of the corner, a well is dug with a diameter of 4 feet and 10 feet depth and water is allowed to flow into the well. This well is completely covered for safety purpose. We don't use this water for drinking or washing but the water is let for underground recharge. This method has been successfully implemented in the college.

7.1.7 Green Practices

- **Students, staff using**
 - a) **Bicycles**
 - b) **Public Transport**
 - c) **Pedestrian friendly roads**
- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

Response:

Going green means to pursue knowledge and practices that can lead to more environmentally friendly which can help protect environment and sustain its natural resources for current and future generation.

The institution plays a vital role in contributing to sustainable development with this initiative many activities are conducted to bring an awareness among students and motivate them towards societal activities.

Around 5% of students use bicycles in the college and 75% of the students and staff use public transport and 20% of the students come on foot. The campus is surrounded by some plants to create an environmental friendly atmosphere. We provide our guest with sapling to create a sense of sustainability.

College has "Gone digital with documents" gradually creating a paperless office efforts are put for green initiatives in the campus to create a sense of sustainable development. IPOMO and Digita-campus have been successfully implemented in the college to take students attendance, to send messages to the parents, to send important materials and notes. This system reduces paper work upto some extent and avoids maintenance of huge files.

Landscaping is present in the college; with the limited available space a small garden is maintained. The institution provides many number of public awareness programme through its eco club (Kshithi) and NSS like Awareness about Plastic free society, use of LED Bulbs and solar energy plantation of medicinal

plants etc. The institution has taken of the task of distributing medicinal plants and also conducting swachabharath programme in local areas.

7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

Response: 0.04

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0.03	0.03	0	0	0

File Description

Document

Details of expenditure on green initiatives and waste management during the last five years

[View Document](#)

7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. Physical facilities
2. Provision for lift
3. Ramp / Rails
4. Braille Software/facilities
5. Rest Rooms
6. Scribes for examination
7. Special skill development for differently abled students
8. Any other similar facility (Specify)

A. 7 and more of the above

B. At least 6 of the above

C. At least 4 of the above

D. At least 2 of the above

Response: C. At least 4 of the above

File Description	Document
Resources available in the institution for Divyangjan	View Document
link to photos and videos of facilities for Divyangjan	View Document

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

Response: 7

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
7	0	0	0	0

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	View Document

7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

Response: 6

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
3	1	0	0	2

File Description	Document
Report of the event	View Document

7.1.12

Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff

Response: Yes	
File Description	Document
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	View Document

7.1.13 Display of core values in the institution and on its website	
Response: Yes	
File Description	Document
Provide URL of website that displays core values	View Document

7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations	
Response: Yes	
File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	View Document

7.1.15 The institution offers a course on Human Values and professional ethics	
Response: Yes	
File Description	Document
Provide link to Courses on Human Values and professional ethics on Institutional website	View Document

7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions	
Response: Yes	
File Description	Document
Provide URL of supporting documents to prove institution functions as per professional code	View Document

7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct,

Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years

Response: 7

7.1.17.1 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	3	1	1	2

File Description	Document
List of activities conducted for promotion of universal values	View Document

7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities

Response:

“EFFORTS OF THE INSTITUTION TOWARDS INCULCATION OF HUMAN VALUES AND PROFESSIONAL ETHICS IN STUDENTS FACULTY AND SOCIETY”

Character of the people may decide the destiny of a nation. By conducting various guest lecture and workshops. The institution inculcates human values to the students.

The main aim is to develop, discipline, Character, Courage , Moral ,Ethical values and spirituality among students by organising various programmes through various committees and associations like

Mahatma Gandhi Study Centre - This study centre functions from 2012. On the eve of Mahatma Gandhi Jayanthi various events like SwachaBharath, Essay writing, etc. Since 2years Gandhi VicharSanskarPariksha is conducted in the College in co ordination with Gandhi research foundation. This enables the students to learn more about Mahatma Gandhi.

Dr B R Ambedkar Study Centre – This study centre was inaugurated in the College on 3rd September 2015. Even Guest lectures are conducted to inculcate Dr.Ambedkar’s thoughts and visions in the younger generation.

Swami Vivekananda Study Centre – Swami Vivekananda Jayanthi is celebrated in College as National Youth day. Students are provided opportunity to participate in various programmes organised by Ramakrishna Mission and Shrada Mutt. The study centre also organises guest lecturers on Swami Vivekananda and his values.

All India MahilaSanskruithikaSanghatane – Is a womens association which conducts N number of programmes and rallys. Students of the College take part actively in various programmes organised by AIMSS

Teachers influence on the lives of the students, so they should be a role model and first demonstrate ethical behaviour. When they take classes, interact with students, communicate with colleagues and parents (during parents teachers meet).

The faculty don't show favouritism or discriminate students, internal Marks are given based on the performance of the students and university norms. Teachers strictly follow ethical values they serve as role models and act in a professional and ethical manner.They don't take advantage of students or discourage them.

7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions

Response:

The Institution maintains complete transparency in its financial, academic, administrative and auxiliary functions.

The Institution maintain a complete transparency in its financial, academic, administrative and auxiliary functions, accounts are maintained for all the transactions.

Financial : Every transactions are checked internally by office superintendent carefully. Internal check system is followed in the college. Every 6 months internal auditors check the books of accounts which is maintained and give the feedback about the accounts.

Once in a year, external auditors visit the college and submit the audit report the college, so the financial system of the college is completely transparent.

Academic: Academic transparency is maintained in the college, the faculty/lecturers share the information about the students, in order to make the learning process easier.

Internal marks are based on the Bangalore University norms, transparency is maintained in allotting internal marks to students, they can view the sub-division of marks for each section, i.e. for attendance, Internal test, (average of 2 test) and skill development. Whatever is accountable needs to be transparent. Transparency of the institution has developed academic confidence in students and mastery over the skills.

Administrative : A healthy relationship is maintained between faculty and administration, which has

given a positive public message about the institution, the selection process of the faculty is centralised and purely transparent, selection is done based on qualification and talent. The salary system is common to all and transparency is maintained, any staff can access the salary register.

7.2 Best Practices

7.2.1 Describe at least two institutional best practices (as per NAAC Format)

Response:

1. **Title of the Practice** :This title should capture the keywords that describe the practice

“Training and Development Value Added Programme”

1. **Objectives of the Practice:**What are the objectives / intended outcomes of this “best practice” and what are the underlying principles or concepts of this practice (in about 100 words)?

The curriculum of the university focuses only on theory and lacks practicality and practical knowledge. A student who is a raw product will become a complete package with in three years and grows in all respects. Training three years would be an absolute game changer for students. Training imparts specific skills and knowledge to the students like job skills, technical skill, and commercial skills and improves or shapes their attitude.

The main objectives of introducing value added programme are:

- To provide job related knowledge.
- To bring about change in the attitude of the students.
- To improve the productivity.

Value added programs are supplement to the curriculum of the university, in order to meet the demands of the industry.

1. The Context

What were the contextual features or challenging issues that needed to be addressed in designing and implementing this practice (in about 150 words)?

In order to train the students “I star” was introduced in the year 2012, Edu-Learning came into existence in the year 2015 and it has been continued till date, the fees is collected along fees, so the institution doesn't find difficult in fees collection, but the major issue is related to motivating the students to attend training session.

Most of the time students bunk the training session, in this case the purpose or objectives of this programme cannot fulfilled. So this is one of the session problems which has come access which designing and implementing this practice.

1. The Practice

The add-on courses like I STAR & Edu-learning came into existence from 2012 & 2015 respectively in our college for B.Com all the three years students.

I STAR is a skill development pvt Ltd. This was found by SargaThilakan a C.A & has MBA from IIM Ahmedabad & SreeramVaidyanathan is an MBA. I STAR is funded & Supported by NSDC & the centre for Innovation, Incubation & Entrepreneurship (CIIE), IIMA's

The course duration is 20 hours for the students in the sixth semester The pricing structure for a full college program is based on minimum number of 100 students signing up for the program, price per students is Rs. 800 /- for 20 hours.

The programme includes careers workshop, Group Discussion workshops, Resume workshop (Audio Visual + Lecture), Test preparation, skill Assessment. Interviews for 20 hours, I star training was done for 64 students; Test was conducted, valued & graded. Certificates were given to students who completed I STAR Training.

Edu-learning Program Started in the year 2015 & continues till date, The training programmes are classified as foundation, skill development & Career Reading Programmes. Which Includes communication skills, Advance communication skills. Advance communication skills, Aptitude, computer skills, competency building, placement Readiness Programme & recruitment Drives.

Training programmes included Training delivery, recruitment drives, seminars & workshops, workbook hardcopy, Assessments & Certificates, Complimentary FDP.

The Duration of Training was 44 hours classroom Training & 8 hours' workshop by Experts for I Year. 40 hours classroom training 8 hours' workshop by experts. 34 Hours class room Training & 8 hour's workshop by experts.

The value added or Add on courses are provided to students as the university curricular doesn't provide scope to practicality. These trainings make the students employable & suit the demands of the Industry.

1. Evidence of Success

Provide evidence of success such as performance against targets and benchmarks, review results. What do these results indicate? Describe in about 200 words.

During the academic year 2013-14 3 students were placed, two students were placed prudential life Insurance Pvt Ltd. and one in Just Dial. During the year 2014-15, 11 students were placed. 3 students were placed in Khivraj Motors Service, 2 students in Amazon Development 1 each in Northern Trust, Balladur, J P Morgan, TCS and Hinduja Global solutions. In 2014-15 we notice a positive growth in placement.

During the year 2015-16, 25 students were placed in good companies, 5 students were placed in Concentrix Daksh Service India Pvt Ltd, 2 in Amazon development, 2 in Infosys BPO Ltd., 1 each in Just Dial and Cell Cabs and 14 students in ACT. This year the institution witnessed a high growth level in placement.

During the year 2016-17, 14 students were placed in various companies 7 in Mphassis Unlearn, 3 in Gallagher operation 1 in Axa-Business Services and 3 in Infosys BPO Ltd., this year the institution witnessed a fall in placement ratio.

During the year 2017-18, around 38 students were placed, 1 was placed in Northern Trust, 4 in Concentrix Daksh Service India Private limited and 33 in ICICI Prudential Life.

Year by year the college has witnessed the growth of placement percentage. It is because of the training offered to the students in each semester.

1. Problems encountered and resources required.

Please identify the problems encountered and resources required to implement the practice (in about 150 words).

The students have provided training to students through I star and Edu-learning. Students were not in a position to face the interview, only few were getting selected and many were not clearing even first round also it was due to various problem related to communication, mental ability and reasoning.

Aptitude, presentation skills, fears of interview etc. The institution could encounter all these problems by providing I Star and Edu-learning programme, in the initial stage I Star training was given only for final year students. After the introduction of Edu-learning students are trained from semester I to semester VI. The materials are provided by the Edu-learning private Ltd. The fee charged is around Rs.1000 per student. The training is conducted very smoothly and systematically.

1. Notes (Optional)

Please add any other information that may be relevant for adopting/ implementing the Best Practice in other institutions (in about 150 words).

(2) 1. Title of the Practice

This title should capture the keywords that describe the practice.

“Book Kit”

1. Objectives of the Practice

What are the objectives / intended outcomes of this “best practice” and what are the underlying principles or concepts of this practice (in about 100 words)?

Book kit facility is one among the Best Practices of our institution, since 2015-16. The main objectives of the following this practice is to provide easy access of books to the students. As soon as the students get admitted to the college, the institution issues books for core papers to the students, before the commencement of the class students can go through the syllabus in advance. The students can keep the books with them till the end of the semester and return it after compilation of the exams in addition to these books the students can barrow other books through the college library Card

3. The Context

Book kit facility is one of the best practices; it plays an important role in improving the quality of the students. A child who has a weak financial background cannot afford to buy books on his own and study, but some issues have been faced by the institution related to book kit some students are not comfortable with book issued in book kit, they prefer some other authors this is a major challenge which has to be considered seriously.

NAAC

4. The Practice

Describe the practice and its uniqueness in the context of Indian higher education. What were the constraints / limitations, if any, faced (in about 400 words)?

Practice of book kit plays an important role in improving the quality of the students. Book kit facilities are also a boom to students especially who come from poor financial background. The books which are offered to the students by the institution through book kit facilities are the updated version and cover the entire semester syllabus. These are the books which are given for reference by the university.

The college offers 4 books in a book kit per semester, the students need not pay extra amount for the books. They can retain till they complete their exams they can return it. Apart from this we also offer some certain reference books which will help them to gain more knowledge.

Problem faced by students-

A student who is financially backward, cannot afford to buy books for their own and study, in these cases, book kit practice serves as a blessing in disguised to the students.

Book kit practices help the students to carry quality books to their home, have access to book 24/7. They cultivate reading habits, supports positive reading, they develop literacy skills on their own, when books are readily available at home. Graduation rates can be improved; even parents can access the books.

5. Evidence of Success

Provide evidence of success such as performance against targets and benchmarks, review results. What do these results indicate? Describe in about 200 words.

Book kit practice played an important role in improving the results of the students. During the academic year 2014-15 the results of 5th and 6th Semester was 63% respectively, book kit facility were given during July 2015 and we could notice a small growth in the academic year 2015-16 the institution records a small growth of 2% and 1% in 5th and 6th Semester. During the academic year 2016-17 the institution record a high growth rate of 11% as compared to last year in 5th semester and 18% growth rate as compare to 6th semester May-2017.

During the academic year 2017-18 the institution records a growth 96% as compare to 76% during 2016-17 as a very high growth of 19% is noticed. The book kit facilities have proved to be successful and improved the results of the students.

1. Problems Encountered and Resources Required

The students are provided with book kits of 4 books of Core Subject as soon as they get admitted to the college. Books related to the semester syllabus are purchased from Publishers and issued to the students, the same books are re issued by the next batch students, authors and publishers are selected by the subject experts. The major problem is that a very few of the students are not comfortable and they are not satisfied with books issued under book kit this is a main challenge to the institution. Apart from book kit the students are allowed to barrow other books from the college library and return it after certain period.

7.3 Institutional Distinctiveness

7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Response:

Vision of the Institution:-

“To create globally competent citizens who think globally and act locally.

Mission of the Institution:-

“To create leaders through holistic education. Our holistic education fosters the following core values in our students.”

- Intellectual enlightenment
- Moral uprightness
- Spiritual orientation
- Social commitment
- Emotional balance

The Institution started in the year 2005, with a B.Com course with the vision of providing world class infrastructure for learning research and application to knowledge, its mission is to enable the students to face healthy challenges and competitions and ensure rewards to everyone i.e., students, teachers, trustees and society at large, and create leaders through holistic education.

There is a compelling need to evolve a more holistic approach and enriching blend of academic along with value initiatives. In order to fulfill the vision and mission, the institution has conducted many number of programmes, including value added programmes.

Disha is a one day workshop which was introduced in the College since the academic year 2013. The main objective of conducting this programme is to transform a student into a better individual by balancing body, mind and soul.

Since 2013 in order to attain holistic approach to education every year, Disha workshop is done at College premises the session are designed to enhance physical and intellectual quotient.

About Disha:-

It consist of 8 sessions, The first session comprises Introduction of the workshop, Second session comprises yoga and pranayama, yoga is done in order to enhance the physical quotient. In the third session group counseling is done, the main aim of conducting this session is to enhance the emotional quotient of the students. During the fourth session quiz is conducted on country and culture, this session is done in order to enhance the intellectual quotient of an individual. Fifth session focuses more on creating a sense of social responsibility among the students. Interactive session is done through audio and visual tools. The sixth session speaks about life and its purpose which helps to understand the real purpose of life and “the path to success”. During seventh session games are conducted to reduce stress, finally message is given to

the students to carry along.

Value Added Programme:- the Institution has also introduced “value added programme”

The main objective of this programme is

- * To provide job related knowledge
- * To bring about change in the attitude of the students
- * To improve productivity

The institution started I star a value added programme in the year 2012. Edu-Learning came into existence in the year 2015, for all the students.

I star includes career workshop, group discussion workshops, Test preparation skill assessment and interviews. Edu learning focuses on communication skills, advance communication skills. Aptitude, computer skills, competency building, placement readiness programme and recruitment drives.

The College functions under various committees, students are trained to take part in various inter collegiate competitions in events like paper presentation, Mad adds, Sports events and cultural events. The students take part in various outreach programmes through NSS, YRC, NCC echo club, women forum also.

The study centres like Swamy Vivekananda, Mahatma Gandhiji and Dr. B.R. Ambedkar Study centre have been set up in the College. It focuses on increasing the values of the students and inculcate moral values in their lives and helps them to grow as a better citizen. The Placement cell plays an important role in shaping the career of the students, because of the active involvement of the placement cell, Many students are placed in various reputed companies. Year by year the number of students placement is increasing.

For the holistic development of the teachers, the institution conducts several number of Faculty Development Programme and workshops, resource persons are invited from other colleges in order to conduct classes to the students, even students are allowed to present papers on different topic in the classes as well.

In order to improve the competitive skills and face the challenges among the students many number of cultural competitions and commerce forum events are conducted and prizes are awarded for the same.

File Description	Document
Link for Additional Information	View Document

5. CONCLUSION

Additional Information :

Future Plans:

1. To improvise some of the practices and effective implementation of the same.
2. To introduce innovative and effective programmes which can revitalize students knowledge along with furnishing their requirements.
3. To meet global competency by revamping the existing conventional programmes
4. To introduce more number of Additional courses with university affiliation
5. To provide better facilities for field marks and new projects adjacent to the betterment of research facilities

Concluding Remarks :

The pioneers of the Seshadripuram Educational Trust envisaged education for all the sections of the society irrespective of class, caste, gender and religion.

The institution serves this noble purpose by providing education for the students from all the sections of the society. More significantly the institution takes its pride in aiding the under privileged, necessitous and needy section of the society right from the inception till date. It has helped the pupils to overcome economical struggles by providing placement and career opportunities till date. The institution has served them not only by imparting education but also with the means of sustenance.

The institution provides in addition to academics, various intensive value education programme and enrichment programmes. It also empowers the students from the grassroot level. The institution provides training activities and other support systems. Active participation in the above mentioned programmes helps students to acquire leadership qualities, communication skills, social concerns, team-building qualities, gender sensitization and social awareness. By making the students socially committed, the institution provides vast exposure for them to the actual social facts and realities.