Yearly Status Report - 2017-2018

Part A	
Data of the Institution	
1. Name of the Institution	**SMT DANAMMA CHANNABASAVAIAH COLLEGE OF ARTS, COMMERCE, SCIENCE AND MANAGEMENT STUDIES**
Name of the head of the Institution	**Prof. PUSHPALATHA K**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**08152297430**
Mobile no.	**9986630968**
Registered Email	**principal.sdcims@gmail.com**
Alternate Email	**nistu.mca@gmail.com**
Address	**Kodiramasandra, NH-75, Bypass, Kolar-563103.**
City/Town	**Kolar**
State/UT	**Karnataka**

Pincode	**563103**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**Self financed**
Name of the IQAC co-ordinator/Director	**Mr.Satyajit Ray**
Phone no/Alternate Phone no.	**08152297430**
Mobile no.	**9611334693**
Registered Email	**nistu.mca@gmail.com**
Alternate Email	**arun.prasad135@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://sdcinstitution.com/wp-content/uploads/2021/03/AQAR-2017-PDF.pdf

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://sdcinstitution.com/wp-content/uploads/2021/03/Calender-Of-Events-2017-2018.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B**	**2.41**	**2016**	**16-Sep-2016**	**15-Sep-2021**

6. Date of Establishment of IQAC	**11-Jul-2014**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture

Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
No Data Entered/Not Applicable!!!		
View File		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
View File				

9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	4
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

No Data Entered/Not Applicable!!!

View File

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

Plan of Action	Achivements/Outcomes
No Data Entered/Not Applicable!!!	
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14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
Governing Council	29-Jan-2018

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	No
17. Does the Institution have Management Information System ?	No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

Smt Danamma Channabasavaiah College of arts, commerce, and science and management studies, Kolar is known for providing quality education for the students, focusing on the rural and sub urban areas of the district. The institution is affiliated to Bangalore University / Bangalore North University and it strictly follows the syllabus prescribed by the university. At the beginning of academic year, IQAC of the college set a calendar for academic events. The AAA committee regularly evaluates the academic and administrative progress. The Principal of the college explain the rules, regulations; courses, cells, additional programmes and CBCS pattern prescribed by the Bangalore University / Bangalore North University ,the vision and mission of the institution in the orientation programme conducted on the start of the each academic year. Based on the specialization of teachers, the subjects are allotted by the heads. The Time table committee designs and frames the time table for the college and individual departments. For teaching learning programme, faculties use chalk and board and PPTs when required on topics. The institution also focuses on learning through activities, which are conducted once in a week within classroom and sometimes in the auditorium. In inspiration from the Prime minister's Koushalya Bharat, the college encourages students for their individual skill development and the faculties do engage classes on personality and skill development apart from the prescribed syllabus. The faculties follow the three tier system- pre-text, text and context which bring understanding of the syllabus prescribed and a base for future endeavors along with concepts learning at Computer, Science and Business labs. The institution provides additional material to the students along with the reference books from library. It enables students to understand the topics in depth. The college is strict about the student's regularity for classes and hence class teachers check into it and convey the progress of the student to the guardian on daily basis through digital networking. The subject teachers identify the slow learners and irregular students on the basis of attendance and internal tests conducted, such students are given remedial sessions at the end of semester, before the commencement of the university examination. The college gives two assignments on the subject and current affairs which adds to their IA. To enable students in interdisciplinary approach, the college provides Value added programmes such as python and data analytics using advanced excel

.It also add value for their curriculum vitae. The teachers give opportunity for students to present topics of their interest through activities or by seminars, which removes stage fear and nervousness. The college conducts a semester meeting on syllabus completion, practical preparatory lesson plan and work dairy in particular to know the status and required equipments before the commencement of examination. The campus is open for students and faculties, to access the Wi-Fi for academics. The college conducts PTM and the suggestions are carried seriously by the administration. For the overall development of a student's personality, the college encourages them to participate in inter and intra collegiate events at various levels

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Certificate on Python	Nil	11/07/2017	30	Nil	Nil
Certificate on data analytics using advanced excel	Nil	16/02/2018	5	Nil	Nil

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
View File		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nill	NA	Nill

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

	Certificate	Diploma Course
Number of Students	47	Nil

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
PYTHON	11/07/2017	22
Data analytics using advanced excel	16/02/2018	25
No file uploaded.		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field

		Projects / Internships
BBA	Nill	18
No file uploaded.		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

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

Feedback Obtained

The IQAC of the college collects feedback from all the stake holders such as students, teachers, alumni and parents. The feedback form is designed to incorporate depth of knowledge of the subject, presentation skills, sincerity, commitment, regularity, punctuality, syllabus coverage, ability to relate the course to real life situations, ability to generate interest, accessibility of teachers for clarifications outside the class, ability to command and control the class, and overall rating the students give their feedback on faculty on the basis of 10 parameters and using a four point scale. The HODs of each department analyze the feedback. In the analysis, Heads of the departments compare the feedback received in the even semester with that of odd semester and vice versa. If any improvement is required for the concerned faculty, the department heads discuss with the principal. Later, the principal shares the feedback with the concerned faculty and suggests necessary steps to be taken for the improvisation. The feedback is also collected from the parents / guardian at parent teacher meeting (PTM) during the semester by every department which later is bought to the notice of principal and administration. All suggestions, remarks and necessary changes provided by the parents / guardians is welcomed by the college on collective decisions. This system of feedback has been the root strength of the college. The college has a strong base of alumni as the strength is more and varied. The students are approached by the department heads and senior faculties who are apart of alumni association which is headed by an alumni himself. The institution has a mechanization over the cells like grievance, anti sexual harassment, anti ragging, counseling who receive feedback in the suggestion box provided by the college.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BCom	Nill	260	231	231
BBA	Nill	50	46	46
BCA	Nill	100	100	100
BSc	Nill	200	135	135
MCom	Nill	30	28	28

MSc	Mathematics	30	15	15
No file uploaded.				

2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017	1373	43	47	2	14

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
50	50	Nill	6	Nill	Nill
[View File of ICT Tools and resources](#)					
No file uploaded.					

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

The mentoring system at SDC college is followed since many years by the various departments of the colleges in order to bring proper follow up of the students by the faculty members, The mentoring system help to bring teachers and the student to have a discussion on the course and future prospects, It has helped to identify different problems of the slow learners and students from the first generation graduates this has helped the students to overcome their psychological problems. The Advanced Learners are focus to take for the step in learning attitude and explore themselves with their power and knowledge. The mentoring system has helped the students to have a strong positive opinion towards the college and faculty and also the system of education being practiced in a college this is also help the students To develop self confidence and take up a good career The mentoring session has started in which department in the faster semesters and it is explained to the students the reason for mentoring system and its uses in the departments it is this process all the necessary document and the information relating to the student contact number email ID student category generation of student in study there are family background

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1416	61	1:23

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
61	59	2	2	1

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

Year of Award	Name of full time teachers receiving awards from state level, national level,	Designation	Name of the award, fellowship, received from Government or recognized

	international level		bodies
Nill	NA	Nill	Nill

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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MSc	Mathematics	1,3	09/11/2017	22/12/2017
MCom	Commerce	1,3	09/11/2017	22/12/2017
BSc	Physical Science	1,3,5	16/05/2017	03/07/2017
BSc	Life Science	1,3,5	16/05/2017	03/07/2017
BCA	Computer Science	1,3,5	16/05/2017	03/07/2017
BBA	Management Studies	1,3,5	16/05/2017	03/07/2017
BCom	Commerce	1,3,5	18/05/2017	03/07/2017

No file uploaded.

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

The institution and IQAC constantly works to implement and improve strategies for the enhancement of quality by introducing reforms in the evaluation pattern. The institution adheres to Bangalore university and Bangalore North University norms with regards to evaluation and believes that examinations are an integral part of the teaching-learning process and therefore, in the academic year 2017-2018, the college has adopted a continuous internal evaluation (CIE) which assist to test the skill and the knowledge joined by the students during the course of their study. Internal evaluation is based on performance under various criteria: Attendance-marks, Assignments-marks, tests and internal examination-marks, discipline-marks. The college conducts tests and internal examination which helps the students to be on track in their academic performance and their grades, various techniques such as group discussion, quiz, projects, presentation, assignments and case-studies are adopted to help the students to be familiar and become through in their academics. The institution meticulously monitors the evaluation process by specifying the methodology to be followed and records of the same are maintained. CIE approach ensures constant evaluation of the student learning so that any inadequacy or problem recognized can be rectified perfectly. Internal assessment has a positive impact on the students which is portrayed in the good performance in university examination bringing glory to the institution.

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

For systematic and regular functioning of a college, The University designs the calendar of events which includes the date of reopening and closing, schedule of submission of admission approval, internal, practical exams and final and semester examinations in the website. The Institution charts out its calendar of events for CIE bearing in mind the dates given by the university and the institution activities, these details are made aware to the students in the

form of a handbook at the beginning of the academic year. The principal and the examination committee arbitrate the format and schedule of tests and assignments during the semester/year. The various examinations at the institutional level like unit tests, internal semester examinations and practical exams are linked up at the beginning of the academic year, asan institutional policy, uninterrupted internal evaluation CIE, internal tests and examinations are smoothly conducted during the assigned hours. The Institution stringently follows the academic calendar for the conduct of continuous internal evaluation. The students are assigned with the responsibility of completing their assignments well ahead of time which they should submit to the particular departments. Any noteworthy deviation from the examination schedule is approved by the principal after appraising the reasons for it and the students are notified of these alterations. Prior to the commencement of internal semester exam the examination committee holds a meeting with the principal to plan for the smooth conduct of exams.

2.6 – Student Performance and Learning Outcomes

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

https://sdcinstitution.com/wp-content/uploads/2021/04/Learning-Out-Come.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
Commerce	BCom	Commerce	160	119	74.35
Management Studies	BBA	Management Studies	27	23	64
Computer Science	BCA	Computer Science	53	41	77.36
Computer Science	BSc	Computer Science	35	19	54.28
Chemistry	BSc	Chemistry	40	20	50
Commerce	MCom	Commerce	18	18	100
Mathematics	MSc	Mathematics	3	2	66.7
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2.7 – Student Satisfaction Survey

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

https://sdcinstitution.com/wp-content/uploads/2021/04/SSS2017-2018.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Nil	Nil	

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Nil	Nil	Nil	Nill	Nil

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Nil	Nil	Nil	Nil	Nil	Nill

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	5000	0

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

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

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Commerce and Management	1	Nill

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

Department	Number of Publication
Commerce	4
English	1

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Nil	Nil	Nil	Nill	Nill	Nill	Nill

	View File

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

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

View File

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

Number of Faculty	International	National	State	Local
No Data Entered/Not Applicable !!!				

View File

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!			

View File

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			

View File

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
No Data Entered/Not Applicable !!!				

View File

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/	Duration From	Duration To	Participant

	industry /research lab with contact details			
No Data Entered/Not Applicable !!!				
View File				

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
View File			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
3400000	**3400000**

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
No Data Entered/Not Applicable !!!	
View File	

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Nill	**Nill**	**Nill**	**2021**

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			
View File			

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

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

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidt	Others

								h (MBPS/ GBPS)	
Existing	40	2	0	1	1	4	4	100	0
Added	20	2	0	1	1	2	0	0	0
Total	60	4	0	2	2	6	4	100	0

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

<div align="center">

100 MBPS/ GBPS

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4.3.3 – Facility for e-content

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

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
14950000	14950000	1183600	1183600

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

The institution follows different procedures and policies for maintaining the infrastructure. It has standard protocol policy involving procedures and process for maintenance of the assets. The assets are computer systems, Internet and networking, CCTV surveillance, electronic equipment, furniture, classrooms, seminar hall, building etc., The assets comprise the total infrastructure of the institution. Budget is also one of the main provisions, where budget is allocated for the different purposes. Budget for infrastructure (building, furniture, electricity, gardening, repairs and maintenance), budget for academic expenses (sports, library, vehicle, internet, laboratories of different department, industrial visits, organizing various academic events, seminars, cultural fest, sales fest etc.,), budget for physical facilities (computers, laboratory equipment). Laboratories are maintained by the different departments with manuals, stock registers. In stock registers, complete details of equipment are recorded like date of purchase, year of manufacture along with expiry date. In computer laboratories stock registers will be having the details of servers with the configuration and date of purchase. Lab sessions also maintained according to the timetable which synchronizes the main timetable, so that optimal usage of lab will be considered. The glassware materials are carefully handled by the laboratory's relevant staffs. Damage of the glassware will be recorded and the staff responsible for the same are either asked to replace or pay for the same. Stock verification done by every academic year end by the HODs. After verification, list of requirements will be given. The damaged records will be submitted along with the proofs. Building maintenance is taken care by the different personnel. The institution has dedicated staffs who takes care of preservation of equipment and computing facilities of the institution. Electricians always takes care of minor repairs, replacements, installations and all other work relevant to the electricity. System admin will be alert for the smooth working of office work, university work without distracting of any internet issues. Updating of anti-virus is done

every year for the smooth work of all systems either in the lab or office. Library maintenance is done with proper updates of books. Requirements and inputs are taken from the faculties as well students to give them enough study materials to the students. In library 12473 books are available worth of 7,99,905 Rs. Not only the textbooks, it holds journals, reference books along with magazines and few novels. Books are arranged according to the department wise, so that students can easily refer the books. Merit students get the extra reference books. Sports sector plays proper role with enough sports materials. Separate sports stock register also maintained in order to show the stock details of sports materials along with date and year of purchase. In the beginning of every academic year the sports materials requirements are given through the principal recommended by physical director. The institution is secured with 24 X 7 security staffs. They work on shift basis in order to protect the campus, so that assets will not get misused. Water tank cleaning is done often to provide the hygiene water to the campus.

https://sdcinstitution.com/wp-content/uploads/2021/04/Policy.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Nill	Nill	Nill
Financial Support from Other Sources			
a) National	Nill	Nill	Nill
b)International	Nill	Nill	Nill
View File			

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
No Data Entered/Not Applicable !!!			
View File			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
No Data Entered/Not Applicable !!!					
View File					

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

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

53	53	15

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
INFOSYS	265	49	CBIT, Udyoga mela	49	15

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
No Data Entered/Not Applicable !!!					

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

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	

View File

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

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		

View File

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						

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

The College has a well structured IQAC Team, Anti Sexual Harassment Cell, Equal Opportunity Cell, grievances cell, women empowerment cell, anti raging cell and Student counseling cell Each of these committees has student representation to ensure transparency and reduce favoritism and partiality. The IQAC team assures that The College maintains the highest standards of quality education. To guarantee the quality education provided by The College is in processes with the student requirements we have student representatives working closely with the senior members of the team. The College is determined to provide a safe and secure working environment for its employees as well as for the students.

Students are actively involved to ensure a secure environment for both boys and girls. The AntiSexual Harassment Cell has adequate student representation to provide a safe space for students to report any problems and to assure impartial resolution to the problem. The student committee members are also responsible for covertly spreading among the student body the need of the hour to treat our girls and women with respect. The college has noticed a remarkable positive response to such informal teaching mechanisms when it comes to socially sensitive issues. The current student representatives are Ms. Shubha- 2nd year B.sc and Mr. Sabir pasha, 3rd year B.com Equal Opportunity Cell ensures that equal opportunities are made available to all the students without discrimination. The college is sensitive to the needs of differently abled students. The student representatives informally spread awareness regarding the challenges faced by the differentially abled students thus ensuring that the student body is sensitive to their needs and requirements. Thus a safe inclusive environment that provides equal opportunities is guaranteed. The current student representatives are Ms. Swathi 1st year B.sc and Ms. Sandhya- 2nd year BCA .The Constitution of India provides certain special Constitutional safeguards for the welfare of Scheduled Castes and Scheduled Tribes and other weaker sections of the population, so that they could take their rightful place in community. We often do workshops for female students in order to create the awareness of sanitary hygiene and other relevant programs which functions through women empowerment cell. Grievances cell helps the students to overcome any sort of problems they face like marks cards and any others grievances.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

No Data Entered/Not Applicable !!!

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

No Data Entered/Not Applicable !!!

5.4.4 – Meetings/activities organized by Alumni Association :

No Data Entered/Not Applicable !!!

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

DECENTRALIZATION IN WORKING AND PARTICIPATIVE MANAGEMENT: • The institution practices, encourages participative management. • Our institution has transparency in decision making process. • Principal is given authority by management to make decision on academic and extracurricular activities. • Further the power and authority is given from principal to IQAC and all HOD's of various departments. • Frequent meetings are conducted at the department level, institution level and university level to improve decentralization in working and participative management. • Every individual is given right to express their opinions in meeting. • There is a transparency and fairness in all important matters. • Principal and management appreciate and support innovative ideas for implementation. • Every individual's suggestion is highly encouraged to uphold the culture of decentralization in working and participative management. • Case study is made on budget allocation for the

academic year 2017-18 that illustrates the decentralization in working and participative management. • Regarding the budget for the academic year a circular will be sent by principal asking all the departments to furnish the details. • As the circular is received, HOD's will call for a meeting with all the teaching and non-teaching staff. Hence, the agenda of meeting will be discussed, that is, the academic and non-academic activities that the department is planning for the year. • The budget is prepared by the resources list given by the HOD's and the final proposed budget is handed over to the principal. • Principal will sort out the resource list and it will be forwarded to management, and the management will look after the budget accordingly. • The principal and the IQAC members select a head for the cultural forum and further the head of cultural forum selects the committee members from various departments. The committee includes faculties and students. • The committee members take decisions on extracurricular activities, intra and intercollege fests, fresher's day, sports day, food fest, farewell party, cultural day, Founder's Day. For these events the approval is taken from the principal which is later brought to the notice of management by the principal. • Above statements shows how the institution effectively practices decentralization in working and participative management at all the levels.

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

No

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	The College follows the curriculum designed and prescribed by the Bangalore North University. The college offers the 3-year Bachelor of Commerce, Management, Computer applications and Science. And 2-years Post Graduate of M.Com and M.Sc. Mathematics. The college offers enrichment and value added courses. This provides for the little academic flexibility, which otherwise is not possible. The parent university updates the syllabus once in 3 years for UG as well P.G. courses. All the courses are offered in semester mode. The teaching-learning process aims at achieving not only professional/academic development of the students but also their Holistic Development. Guest lectures by eminent personalities in the relevant area, workshop, short term projects and industrial visits are also modes of imparting quality education. Priority is given to socially disadvantaged and differently-abled people of the society.
Teaching and Learning	1. For the quality improvement the institution selects competent teachers who are allocated different subjects in their respective stream of

	specialization. Various methods are employed like Group Discussion, Seminar, Power point presentation, Assignments etc. for the learning process. Tests and preparatory exams are conducted and Results are analyzed. 2. IQAC monitors the teaching – learning process. Feedback is obtained from the stakeholders and remedial measures are planed accordingly. Faculties are encouraged to participate in faculty development programs to update their knowledge and improve their skills. 3. Various Guest lectures are organized to give additional input to the students about the corporate culture and prepare them for the same. A new concept of Staff Lecture series introduced wherein subject teachers will give a talk on the topic of their choice to their fellow lecturers there by making them aware about the social issues and subjects of other areas. 4. Bridge courses and enrichment courses are strategies to bridge the gap of learning and to strengthen the curriculum. While bright students are encouraged to go beyond the syllabus and explore their potential through participation in seminars and project work, slow learners are identified and assisted by the concerned teachers formally and informally. 5. A systematic approach towards teaching is followed-calendar of events and course plans/lesson plans are framed and various teaching methodologies are used to make the learning process simple and easy to comprehend. Experiential learning at every level is achieved through industrial visits, projects, guest lectures and interaction with eminent personalities from industry and through outreach programs. 6. State of art facilities like internet connectivity, well-equipped and spacious laboratories and AV equipment are provided to facilitate teaching/learning process. Today the College has well qualified, competent and eminent faculties.
Examination and Evaluation	The examinations are conducted by the college in accordance with the university guidelines. Internal Assessment marks are awarded based on two unit tests, two assignments, and attendance and skill development records. Multiple tests and assignments

		are given to the students to improve their performance in exams and to enable them to score maximum internal assessment marks. In the CBCS system, co-curricular (CC) and extracurricular (EC) activities have gained weightage. Hence, students are motivated to participate in seminars and make presentations on current topics, to make working models, charts and projects related to their courses. Evaluation process is done by the university. For evaluating the papers, college sends the experienced and eligible faculties. After evaluation process, the results are announced.
	Research and Development	The institution makes sustained efforts to develop and enhance research culture and research aptitude among faculty members and students and to bring research to bear upon both teaching and learning. Not only faculty member but also UG and PG students are afforded research facilities and resources, thus paving the way to conducive research culture in the campus. Posters are presented by students on the sidelines of the international conference organized by the various institutions every year. Students are initiated into research by working on a topic, researching it and exhibiting their findings in the form of a poster, Incubation Centre is meant to create research culture. Project Orientation Program: Project work is part of the BBA course. Every BBA student works on a project and writes a report guided by the faculty member. A project orientation program is conducted for them, wherein experimental researchers and research guides take the students through various stages of the project.
	Library, ICT and Physical Infrastructure / Instrumentation	A qualified librarian has been appointed to ensure the usage of the library appropriately. Currently, the library is maintained manually. However, the library is very sophisticated with as many as 18000 books on all the subjects. Besides, the national dailies (English as well as kannada), magazines, periodicals, journals are subscribed for the benefit of the students. One portable projector is available. Infrastructure and other amenities are state of the art. A staff

	engineer plans and executes quality improvement of infrastructure. Well-furnished classrooms, well-maintained restrooms, fire extinguishers. Conveyance (free of cost) for the students residing in and around Kolar. Well-equipped labs for all the streams, such as, Physics,Mathematics, Chemistry, Zoology, and Botany to conduct practical sessions are established. The auditorium can seat 500 individuals.
Human Resource Management	For the improvement of the Human Resource the institution continuously encourages the faculty to attend the FDPs , Conference workshops conducted at national and state level. For the present academic year institution is also conducting the FDP Workshop for the faculty in the institution itself. Human Resource Management functions at different levels. The SDC has experience of administering educational institutions for 12 years. This institution has the benefit of this experience. Institution is constantly encouraging the faculty to upgrade their qualifications and giving financial support for research activities. Staff welfare measures are another major attraction to retain the faculty with the institution. The governing council of this college constantly monitors its progress. Principal has regular meetings with heads of Dept., faculty and admin staff to take stock of the institution functioning the IQAC initiates, observes and documents the action plans for quality formations and objectives enhancement and implementation. In the principals' meetings, SDC Educational trust appraises the performance of every college. Mentors monitor and document student's progress from admission till they graduate from the college. The Management is alert to the changing academic and administrative patterns across the world.
Industry Interaction / Collaboration	Synergistic alliances with well-known academic, research and consulting institutions are being developed. An interface with the industry is being created to ensure that the skills imparted to the learners are in consonance with the needs of the industry. Students of M.Com and B.B.A.

	courses have projects as part of their course. They work on their selected projects at industries which they are free to select from their choice of project reports to the University, students engage in constant interface with industry. Placement and training department is in constant interaction with industrial houses for job specific training and campus recruitment. Add-on, certificate and Professional courses are conducted with the support of industries and professional bodies. Industrialist and entrepreneurs are invited to motivate and interact with students. Industrial tours bring students face to face with industries. Incubation domain of the college is functioning with industry collaboration.
Admission of Students	The institution has a transparent and well-coordinated admission system i.e., the college prospectus, Website, Notice boards and College Brochure. The Institution provides the applications for admission are informative. The fee structure is determined by the Management. The Admission committee is always available during admission time to guide applicants to select the course suitable to them. The application forms are serially numbered and filled applications are received by the designated office clerk. Computerization of the process ensures transparency. Help desks are set up at the college entrance to assist applicants to fill up the application forms and guide them in the admission process. The college being affiliated to Bangalore North University, admissions to all courses are effected in accordance with the University rules, regulations and guidelines. Admission to M.Com and M.Sc. courses done under the University quota and Management quota. The College follows the academic calendar provided by the Bangalore North University. Roaster cum Merit scheme is adapted to ensure transparency.Admissions are carried out with an objective of ensuring social justice equity to various sections of the society by strict adherence to norms. An admission committee takes care of these aspects. Selection the various courses under merit reservation for different quota. The college has a

transparent procedure for admission with students being selected strictly on merit, the basis of which is the marks obtained in the qualifying examination. The minimum pass marks of the PUE Board is the minimum for the degree entrance and to any maximum is considered. Apart from this the college gives preference to the passed out students of our other Smt. Danamma Channabasaviah College of science, commerce, arts and management studies. Students of SC/ST, students with excellence in sports, and economically weaker sections etc., are given special preference at the time of admission. Hence, the group of students is heterogeneous and the college successfully caters to the needs of all the students.

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

E-governace area	Details
Planning and Development	Attendance software has been in use for monitoring students' attendance. After every class hour the concerned course teacher will be marking the absentees in the software system. It helps the class teacher to keep track of his/her students. The College has BSNL Leased line connection of 5 Mbps and 3 FTTH connections of 100 Mbps speed for administrative office use and Wi-Fi for the entire campus. In planning new courses and implementing them e-Governance is employed. All development initiatives in the institution bear the stamp of e-Governance.
Administration	Every aspect of administration is e-Governed. Biometric is used in attendance of employees. College uses Edutap software that takes care of student's attendance" maintenance as well as communication with parents. Every aspect of administration is e-governed. Biometric is used for the attendance maintenance of employees. edutap Solution software takes care of students attendance, maintenance as well as communication with parents are done through edutap software. Notices and circulars are communicated on whatsApp group and e-mail from the office of the Principal. Each and every IQAC notice is circulated by the coordinator himself through e-mail and

	WhatsApp.
Finance and Accounts	The whole financial Management is carried out by college Board of Management. College budget is prepared and funds are allocated under different heads. Requirement of material and manpower are approved by them. They ensure that the operating budget is adequate to cover the day-to-day expenses, organizing events and create infrastructure. The college account is audited by charted accountant firm on monthly basis. Annual audit is done by Associates which looks after the audit – Yes , Other than this Bangalore North University also carries out audit on regular basis- Yes.
Student Admission and Support	The college receives the application form from the students which are fed to Bangalore North University portal for the online admissions. During the time of the admission, complete details of the students are stored in the EDUTAP.NET software. Further reports in different forms are generated if need be. Edutap software is used to send college, student related information and students' attendance to the parents which enables them to monitor their ward's progress. While the admission process, the complete details of the students are stored in edutap software.
Examination	Every aspect of evaluation is e-Governed: Generation of admission tickets, transformation of internal assessment (IA) marks to university.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
View File				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)

staff					

<div align="center"><strong style="color:red">No Data Entered/Not Applicable !!!</div>

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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration

<div align="center"><strong style="color:red">No Data Entered/Not Applicable !!!</div>

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
20	20	20	20

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
1. Contributory PF to all staff members – yes 2. Interest free Personal loan - No 3. Tea/Coffee/Biscuit Every day - Yes 4. Annual Get together - Yes 5. Annual Staff Picnic - Yes 6. Lunch and gifts on Teachers' day -No 7. Honoring those Quitting from service - No 8. Six week maternity leave for women Employees - yes 9. Fees concession for staff children in SDC group schools and college - yes 10. Financial assistance for the teachers who are doing research. – yes 11. Registration and conveyance charges to attend for seminars, workshops and FDPs. - No 12. Paid leave or Grant of OOD for attending seminars workshops etc. - Yes 13.100 staff members have availed the above said welfare schemes. – Yes	1. Contributory PF to all staff members - yes 2. Interest free Personal loan - No 3. Tea/Coffee/Biscuit Every day - yes 4. Annual Get together - Yes 5. Annual Staff Picnic - Yes 6. Lunch and gifts on Teachers' day - No 7. Honoring those retiring from service - No 8. Six week maternity leave for women Employees - No 9. Fees concession for staff children in SDC group schools and college - yes	Nil

6.4 – Financial Management and Resource Mobilization

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

YES, On regular basis both internal and external financial audits are conducted. Audit income and expenditure statements are maintained precisely. Annual income is allotted by management every year for various departmental activities. The management appoints an audit by certified external CA to verify the accounts of the institution. The internal and external auditors audit the income and expenditure from different sources. Every year internal audit is done and management examines and approves it. Once in a year accounts are audited. Principal and administrative staff member support the internal and external audit.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Nil	0	Nil

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6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	SDC Educational trust Audit	Yes	Auditors
Administrative	Yes	SDC Educational trust Audit	Yes	Auditors

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

Open Day, that is, interaction between parents and teachers is planned once in a semester. The parents go through the answer sheets of their wards. This helps the parents to know the strengths and weaknesses of their wards. Moreover, the discussion with the lecturers helps to find the remedies for improving and excel in academics. This helps build a rapport with the parents, who are the patrons of the institution. In all, the gesture gives reassurance to parents as well as students. Class teachers and mentors keep constant track of absentees and their attendance to identify possible dropouts and find out the reasons for irregularity. The possible reasons for a student to drop out of academic careers are: marriage, inevitable familiar circumstances, transfers, and health concerns. Newsletters of various departments provide platforms for students, parents and faculty to interact with one another, share views and information. These factors are beyond the control of the college administration. However, in parent teacher meetings, parents are counseled and dissuaded from discontinuing the education of their wards. Parents offer their suggestions when parent – teachers meetings are called.

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

1. ICT enabled teaching 2. Soft skill development 3. Computer literacy program

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

1. The college has enhanced the usage of ICT enabled teaching. 2. Certificate course is implemented. 3. Introduction of NSS 4. Set up of auditorium.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

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

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
1) International women's day	10/03/2018	10/03/2018	400	25
2) Anti – Sexual harassment	24/01/2018	24/01/2018	75	4
3) Girl sanitation	17/02/2018	17/02/2018	102	Nill
4) Drug awareness	07/09/2017	07/09/2017	30	35

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

Percentage of power requirement of the University met by the renewable energy sources
Nil

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Nill	No	Nill

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff

2017	1	1	21/04/2017	01	VOTERS AWARENESS PROGRAMME	strengthening democracy and building a healthier nation.	350
2017	1	1	02/02/2017	01	Felicitation to Ex-Service man	sacrifice and service of Ex-serviceman to this nation.	300
2017	1	1	07/08/2017	01	human trafficking	Road rally on Human trafficking	500

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

Title	Date of publication	Follow up(max 100 words)
No Data Entered/Not Applicable !!!		

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Dr. B. R. Ambedkar Jayanthi	14/04/2017	14/04/2017	250
National Youth day	12/01/2018	12/01/2018	350
National Voters day	25/01/2018	25/01/2018	150
World cancer day	05/02/2018	05/02/2018	300

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

ENCOURAGING STAFF AND STUDENTS TO USE STAIR CASES TO AVOID LIFT AND ELEVATORS Our SDC College is encouraging the students and all faculty members to use staircases instead of elevators. • The objective of encouraging stair use at college is effective for improving fitness and keeping faculties active. • To reduce power consumption • Reducing dependency on power resources

REPORT ON GLASS WINDOWS Glass windows of the classroom facilities the maximum utilization of natural light Our SDC College is facilitating exposure to use natural light by glass windows in every classroom. Each classroom is equipped with glass windows providing ample amount of ventilation for optimal classroom comfort.

Report on Plantation by NSS Various verities of plants were planted in the college campus by NSS students on May 2nd 2017 our principal madam with an initiative to planting more plants and to create awareness on impact of plants to get rain and to keep environment cool. Most of the students are actively

participated in planting more plants.
REPORT ON PLASTIC FREE ZONE Our esteemed institution is placed in an eco-friendly environment and we have tried to maintain the same till the date. Plastic bags are strictly restricted in the campus, paper bags and covers are encouraged. The students are fined if found using plastic in the college. The cups and saucers used here are of stainless steel or porcelain.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best practices: Describe at least two institutional best practices, Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution in not more than 500 words. Best Practice -I 1. Title of the Practice: Mentorship Scheme 2. Goal ? To plan Personal and career goals of students. ? To improve presentation skills/written skills and oral communication skills. ? To improve general aptitude test/technical quiz proficiency. ? To develop leadership qualities. ? To know resume writing and preparations for mock interview. ? To monitor overall progress of students during his/her graduation. 3. The Context: ? Along with the adaptation of good teaching learning process, which enhances the technical knowledge of students, Institute has designed innovative methods for the overall personality development of the students. ? Through Mentorship scheme- institute has developed systematic road map for improving the different aspects of personality developments, Communication Skill, Presentation Skill, Team Work, leadership qualities, resume writing, etc. and make them ready to face the challenges in any industry. ? The students lagging in any of the above mentioned skills are eager to participate in the different activities planned under the Mentorship Scheme to develop themselves. ? The objective of Institute to implement mentorship scheme is to provide training and guidance to undergraduate students in all disciplines, increase the participation of all undergraduate students in all branches of UG – B.Com., BBA., B.Sc., and BCA in the different activities conducted by the Institute, which will be useful to them in their life after graduation. ? Faculty who serve as mentors make a valuable contribution to the education and training of undergraduate students interested in hands-on experience in different activities. Students judge the experiences primarily by their interaction with their mentors. Thus, the role of faculty member in scheme is crucial to the program's success. 4. Practice: ? In the mentorship scheme a Teacher (mentor) is allocated with group of approximately thirty students (mentees). Around five students from each year i.e. First year, Second year, and final year in each course - B.Com., BBA., B.Sc., and BCA to form a group of twenty. ? Mentor meeting is conducted once in an alternate week. Various activities like career goal setting, presentation skill, communication skill, resume writing, aptitude test etc. are conducted in the meetings. ? Along with these activities, mentor has to keep the academic record of the mentees allotted to him in terms of their monthly attendance, academic results, co-curricular participation within and outside campus etc. and inform the same to the parents. 5. Evidence of success: ? The evidence of success of mentorship system is reflected through the overall personality development of students. ? Those students who had lack of confidence, weak in communication, poor presentation skills, were observed having marginal improvement in the lacked areas when they came to final year. ? Parents were happy to have a system where, the overall progress of their ward is monitored and informed to them timely right from the first year till the candidate completes his/her graduation. ? There is a marginal increment in the number of students participating in various events held within and outside the college, since the implementation of Mentorship Scheme. 6. Problem Encountered and Resources required: ? The institute being situated in rural and economically back district of especially Kolar district, most of them are from agricultural

families, these students are not that much exposed to the current enhancements. To overcome this, mentors play an important role by making them aware of the same. ? To mould the students 'mentality towards improvement in their personality without hampering academics was a difficult task. ? Especially the scheme faced hard risks in its programmes due to Covid – 19 pandemic in the even Sems of 2019 – 20 due to lack of personal contacts with the students and in the conduct of digital meetings the major problem faced by the mentors and mentees is the net, as the majority students are from villages where net is not constant. Best Practice-II – NSS 1. Title of the Practice:- NSS Programme: NSS Unit in our college: NSS Inauguration Photo: Establishment of NSS unit in SDC College, Kolar: The NSS unit in the college was established during the year 2015 – 16, with the approval of Bangalore university NSS authority (Ministry of Skill development, Entrepreneurship Youth affairs and Sports) vide letter No: F.No:22/NSS/SFUs/2015 -16, dated: 05.08.2015. Copy of the authorisation letter from the concerned authority: 2. Goals: The programme aims to instil the idea of social welfare in students, and to provide service to society without bias. NSS volunteers work to ensure that everyone who is needy gets help to enhance their standard of living and lead a life of dignity 3. Motto of NSS: The Motto of NSS Not Me But You, reflects the essence of democratic living and upholds the need for self-less service. NSS helps the student's development appreciation to other persons point of view and also show consideration towards other living beings. The philosophy of the NSS is a good doctrine in this motto, which underlines on the belief that the welfare of an individual is ultimately dependent on the welfare of the society as a whole and therefore, the NSS volunteers shall strive for the well-being of the society The main objectives of National Service Scheme (NSS) are : ? Understand the community in which they work ? Understand themselves in relation to their community ? identify the needs and problems of the community and involve them in problem-solving ? Develop among themselves a sense of social and civic responsibility ? Utilise their knowledge in finding practical solutions to individual and community problems ? Develop competence required for group-living and sharing of responsibilities ? Gain skills in mobilising community participation ? Acquire leadership qualities and democratic attitudes ? Develop capacity to meet emergencies and natural disasters and ? Practise national integration and social harmony Activities carried on the SDC College to achieve the motives of NSS: ACHIVEMENTS NSS during the year 2017 – 18 and onwards Date Programme Remarks 9.10. 2017 Awareness programme on tobacco Participated by tobacco control board officers – Mohammed Sir and G.S Manjunath from tobacco control board, Kolar district. 18.12. 2017 Save and protection of tanks Human chain programme conducted around the Kolaramma tank along with many association in Kolar, awareness created among the people of Kolar, towards nature awareness and protection of tanks. Vivekananda Jayanti and youth day celebration Function is conducted by the NSS students in the college premises – chief guest, Honourable President madam, principal, HOD's of all departments, NSS students and other students of the college participated in the function. Jan. 2018 Contribution to physically disabled children's at Antharaganga. On account of Sankranti festival, all the materials required for the celebration of Sankranti festival is contributed to the trust at Terahalli on Antharaganga hills. 26.01. 2018 Human Rights protection programme The programme conducted in collaboration with Karnataka Human rights department and newspaper association, Kolar. NSS students actively participated and assured to stand with the associations in protection of human rights Key note: The complete details of all the listed programme are recorded in detail, in the record book maintained by the NSS unit of the college.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
https://sdcinstitution.com/wp-content/uploads/2021/04/Best-Practices.pdf

7.3 – Institutional Distinctiveness

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

Smt. Danamma Channabasavaiah College of Arts, commerce, science and management studies, is committed to Socio - Economic transformation by providing inclusive innovative quality education of global standards to meet the expectations of the stake holders as initiated by the body of trust. Silent features of institute: 1) Institute provides inclusive education so that a deserving student is not denied an opportunity for education solely on socio economic constraints. 2) Institute provides holistic education to develop skills, knowledge and values through well-structured curriculum and instructions. 3) Made students readily acceptable to the corporate world and promote entrepreneurship. 4) Disciplinary Committee to look into the disciplinary measures Ragging Committee watch out the control and enforcement of Ragging Act. 5) Power backup given on the campus with the support of separate batteries in the labs, office, library, auditorium and classrooms. 6) The student NSS wing is active in order to imbibe strong Social values in our students headed by Sri G.S Sadhashiva.M.A. M.A., M.Ed. Professor in Kannada. 7) Significant career guidance programs arranged by institute to guide rural area students by arranging campaigns in the college and nearby villages. 8) Round the clock internet connectivity with100 mbps. 9) Various Social events carried out for the enrichment and enhancement of students in different fields. 10) Fees concession is provided to the economically backward students. 11) Mentoring scheme (for each section) has developed systematically for improving the different aspects of personality developments, Communication Skill, Presentation Skill. 12) Bus facility is provided for Staff and students. Total 11 buses, 08 buses are college owned and 03 are on lease basis, they are available to travel in and around Kolar to College at free of cost. 13) Internal sexual harassment committee is established to prevent sexual harassment. 14) Various personality development programs from resource persons and health check-up camps in collaboration with SDUMC are conducting regularly every year 15) Institute has provided career development services to the students with respect to higher Education, opportunities for career growth. 16) Institute has provides user Education and References Service to the teachers in order to maximize the use of the resource of the Library. 17) College has established old students alumina to have interaction with old students 18) Conduct of PTM (Parent Teacher Meeting) in regular process in order to – discuss the progress of the students, to have best relation with parents, to get suggestions to implement in the college and to resolve their problems if any. 19) Conduct of internal tests to the students on unit wise by the teachers and uniform periodical tests throughout the college as per the timetable authorized by the principal to measure the efficiency of the students. 20) Digitalised system of sending messages of absenteeism of students to their parents on daily basis. Future plans of actions for the next academic year: 1. Adoption / Installation of solar energy saving projects

Provide the weblink of the institution
https://sdcinstitution.com/wp-content/uploads/2021/04/Institutional-Distinctiveness.pdf

8.Future Plans of Actions for Next Academic Year

The future plan of the institution 1. Continuous promotion of Quality Education. 2. Enhancement of Research culture 3. Providing more employability for rural students by increasing pre placement programs and placement drives 4. Increased use of ICT based teaching in academic curriculum 5. Enhancement of infrastructures like labs 6. Increasing more value added programs by signing more

MOUs 7. Internship for the students 8. National and International level Conference 9. New course Introduction to develop employable assured to the students 10. Submission of application to the University for enhancing of intake in M.Sc., and M.Com Programs

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