

**AQAR 2018- 19**

# Annual Quality Assurance Report

**SUBMITTED TO**



विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान  
राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद

**NATIONAL ASSESSMENT AND  
ACCREDITATION COUNCIL**

*An Autonomous Institution of the  
University Grants Commission*

P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi,  
Bangalore - 560 072 India

**SUBMITTED BY**



**Pallagatti Adavappa Arts and Commerce  
First Grade College**

B H Road, Tiptur, Karnataka, 572 201

**NAAC Re-Accredited "B" Grade**

Website: <http://pactiptur.org/>  
Email: [principal.pac.tiptur@gmail.com](mailto:principal.pac.tiptur@gmail.com)

**Phone:  
NAAC Track ID:**

## AQAR- 18- 19

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**Annual Quality Assurance Report (AQAR) to NAAC,  
Through IQAC.**

A detailed report of the tangible results achieved in key areas, specifically  
identified by the IQAC at the beginning of the Academic year,

***June 01 2018- May 31, 2019***

**Part – A**

<b>1. <u>Data of the Institution</u></b>	
Name of the Institution:	<b>Pallagatti Adavappa Arts and Commerce First Grade College</b>
Name of the Head of the institution:	<b>Dr. S B Basavaraddi.</b>
Designation:	<b>Principal</b>
Does the institution function from own campus	<b><u>Yes</u></b>
Phone no./Alternate phone no.:	<b>08134-251364</b>
Mobile no.:	
Registered e-mail: Principal.	<b>pac.tiptur@gmail.com</b>
Alternate e-mail	<b>udayaravi.shastri@gmail.com</b>
<b>Address</b>	<b>B H Road, (NH 206)</b>
City/Town	<b>Tiptur</b>
State/UT	<b>Karnataka</b>
Pin Code	<b>572201</b>

<b>2. <u>Institutional status:</u></b>	
Affiliated / Constituent	<b>Affiliated</b>
Type of Institution	<b>Co-education</b>
Location	<b>Semi-urban</b>
Financial Status	<b>Grants-in aid/ UGC 2f and 12 (B) and Self financing</b>
Name of the Affiliating University	<b>Tumkur University</b>
Name of the IQAC Co-ordinator	<b>Dr. Udaya Ravi S V</b>
Phone no	<b>8050316432</b>
Alternate phone no.	<b>8105524670</b>
Mobile	<b>8050316432</b>
IQAC e-mail address	<b>aqar.pact@gmail.com</b>
Alternate Email address	<b>udayaravi.shastri@gmail.com</b>
<b>3. Website address:</b>	
	<a href="http://www.pactiptur.in">http://www.pactiptur.in</a>
Web-link of the AQAR: (Previous Academic Year):	<a href="http://www.pactiptur.in/aqar2017-18.pdf">http://www.pactiptur.in/aqar2017-18.pdf</a>
<b>4. Whether Academic Calendar prepared during the year?</b>	Yes
if yes, whether it is uploaded in the Institutional website	Yes
Web link :	<a href="http://www.pactiptur.in/aqar2019-20.pdf">http://www.pactiptur.in/aqar2019-20.pdf</a>

**5. Accreditation Details:**

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1 <sup>st</sup>	B+	Level 2	2003	from:2007 to: 2008
2 <sup>nd</sup>	B	2.80	2010	from:2010 to: 2015
3 <sup>rd</sup>	B	2.15	2016	from:2016 to: 2021
4 <sup>th</sup>				
5 <sup>th</sup>				

6. Date of Establishment of IQAC of this year :

**4<sup>th</sup> June 2018**[View File - 01](#)

## 7. Internal Quality Assurance System

### 7.1 Quality initiatives by IQAC during the year for promoting quality culture

Item /Title of the quality initiative by IQAC		Date & duration	Number of participants/beneficiaries
<b>1</b>	Remedial classes for weak students In English	Sept 2018 three weeks.	III Sem – 16 students
<b>2</b>	Orientation for first sem. students	June 21 <sup>st</sup> two hours	306
<b>3</b>	Frequent IQAC meetings	04 June, 20 <sup>th</sup> August, 03Dec and 18March	16
<b>4</b>	Faculty exchange programme a) with KSC  b) Kateel Ashok Pai Memorial Institute , (KAPMI), Shivamogga.	Two months: August, Sept	70 students in each college  20 students each
<b>5</b>	Formation of Research cell	02 July 2018 On-going	Ten chosen best students from all semesters
<b>6</b>	Faculty seminar		All the faculty members.

## 8. Provide the list of funds by Central/ State Government-

UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc. -- **NONE** --

Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount
<b>Nil</b>	-	-	-	-
-	-	-	-	--
-	-	-	-	-

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

\*upload latest notification of formation of IQAC :

[View File 01](#)

## 10. No. of IQAC meetings held during the year: **04**

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

[View File -01](#)

Yes/No

**YES**

- 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)

The IQAC supported:

- \* to Set up a committee to stimulate research aptitude among students and teachers.
- \* to have faculty exchange programme with Kalpatru Science college. & Kateel Ashok Pai Memorial Institute , (KAPMI), Shivamogga.
- \* to improve the results in all the subjects.
- \* Faculty seminar to enhance the knowledge of teachers
- \* remedial classes for weak students
- \* Orientation course to the newly admitted students

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

Plan of Action	Achievements/Outcomes
Set up research committee for teachers and students.	<p>1.Teachers presented papers in conferences and research journals.</p> <p>2.Students presented papers in Student conferences conducted by three various colleges.</p> <p>3.One of our student researcher received best paper award in Surana college seminar.</p> <p>4. Two research papers written by our students are accepted for publication in an ISBN book (proceedings of seminar).</p>
Preparing them for competitive Examinations	The language and core subject teachers collaboratively conducted classes to teach how to answer questions in the competitive examinations. ( based on the previous year question papers).Aptitude and intelligence tests were administered by the Psychology department.

Induction programme for the new students...	Educating students about the campus culture and etiquette. To familiarize them with the campus and its amenities. The privileges the college offers in library and the departments.
Identifying students with problems and Counselling them.	Many students were given a psychological counselling to to instill confidence/ to improve learning/ life skills/ personality development.

**14. Whether the AQAR was placed before statutory body? Yes /No: YES**

Name of the Statutory body: **Governing Council** Date of meeting(s):  
**May 18<sup>th</sup> 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: Yes**

Year: **2019** Date of Submission: **13<sup>th</sup> Feb 2019**

**17. Does the Institution have Management Information System? No**

## **Part-B**

<b>CRITERION I – CURRICULAR ASPECTS</b>
<b>1.1 Curriculum Planning and Implementation</b>
<p><b>1.1.1 Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words</b></p> <p>As all affiliated colleges, our institution has also to operate within the curriculum already planned and recommended by the Tumkur University. However, several senior faculty members of our institution are in the Board of Studies, and have made significant contribution to the quality of syllabus. Though the curriculum planning is not an annual affair, whenever the university forms a board of studies, a good number of our faculty who keep abreast of the knowledge in their respective streams, contribute to the formation of syllabus.</p> <p>During the course of the academic year, the faculty members discuss among themselves their class room experiences, the teachability and relevance or otherwise of the syllabus currently in use. Such lively</p>

discussions and the knowledge of the latest developments in their respective fields will cumulatively add to the syllabus that will be formed the next time. The subject of Syllabus improvement, in our college, is a perennial issue. Such discussion by the Senior lecturers with the temporary and newly recruited teachers will enhance their learning and inspire them to keep abreast of the latest findings.

Bordering around the curriculum prescribed by the university, occasionally going a step or two beyond the syllabus, we arrange guest lectures where the resource persons update and enlighten the students and the faculty. This helps the students to cope with the contemporary world in real life situation as they get into professions after attain their degree.

The new entrants are given a bridge course and remedial courses are conducted to the weak students during the exams which will bring the mediocre students at par with good students. Industrial visits to Commerce students, and seminars and literary club gatherings give a practical edge to class room teaching. As semesters allow very limited time for learning, any effort to teach the students extra must be taught during the extended hours, and without hampering the regular curriculum.

#### 1.1.2 Certificate/ Diploma Courses introduced during the Academic year

Name of the Certificate Course	Name of the Diploma Courses	Date of introduction and duration	focus on employability/ entrepreneurship	Skill development
Nil	Nil	Nil	Nil	nil

#### 1.2 Academic Flexibility

##### 1.2.1 New programmes/courses introduced during the Academic year

Programme with Code	Date of Introduction	Course with Code	Date of Introduction
Nil	Nil	Nil	Nil

##### 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	UG	PG	Date of implementation of CBCS / Elective Course System	UG	PG
	B A/ B Com				
		M Com			
Already adopted (mention the year) (2016-17 Academic year)				1/6/2016	1/6/2016

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

	Certificate	Diploma Courses
No of Students	Nil	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	
Nil		Nil		nil	
1.3.2 Field Projects / Internships under taken during the year					
Project/Programme Title			No. of students enrolled for Field Projects / Internships		
The routine activities incorporated in the academic procedure as a part of the curriculum is observed. Besides this other projects are not done.					
1.4.1 Whether structured feedback received from all the stakeholders.					
1) Students	2) Teachers	3) Employers	4) Alumni	5) Parents	
Yes	No	No	No	Yes	
1.4.2 How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)					
<p>The IQAC places before the members, the feedback procured by various stakeholders, in the annual meetings, to take necessary action to affect from the next academic year. The stakeholders generally send words of appreciation, sometimes make complaints, requests and suggestions. The feedback generally falls under the academic, infrastructure and administrative categories.</p> <p>Receiving compliments is a very comfortable and proud thing for an institution. But if the feedback is otherwise, it becomes a challenging task. While almost all the temporary teachers appointed are hand-picked and function to our satisfaction, some students complain about the speed, or clarity of their teaching. Such suggestions are given top priority. The heads of the departments summon such teachers and along with the principal, and the IQAC, make constructive suggestions to the teachers to improve their skills.</p> <p>Complaints like maintenance of hygiene, sanitation or need for potable water, are sorted out with immediate effect without waiting for the committee to meet.</p> <p>Parents' feedback is given the next priority. Usually their request will be regarding the fee. The college has been very liberal in this regard. The fee includes the minimum fee prescribed by the university and no extra fee as donation or developmental charges are levied on the students. Even the minimum fee to be paid is accepted in two or three instalments. After the teachers visit the new batches of students, they will assess their standards and discuss with the principal and the IQAC.</p> <p>By and large, the students are mediocre but there will be a thin margin of exceptionally good and extremely poor students to whom we must give individual attention. Exceptionally good students are encouraged to take up higher studies, they are provided with books outside the scope of the syllabus . While the extremely poor students are identified and given coaching in the department, individually to bring them at par with the average students.</p> <p>The alumni associations keep us informed about how they thrive in the real world after their graduation and what preparation needs to be made to make the students employable. However, this is so far not structured and is only informal, so the feedback from the alumni association is not included here. With all these data, the college strives to do what best reforms that can be made possible.</p>					
<b>CRITERION II -TEACHING-LEARNING AND EVALUATION</b>					
<b>2.1 Student Enrolment and Profile</b>					

2.1. 1 Demand Ratio during the year					
Name of the Programme		Number of seats available	Number of applications received	Students Enrolled	
BA  B Com		HEK, HEP, HES, HPG, HSK, EEPsy, HEE, HEPsy (100 each)	I BA 114  I B Com 153 Grand Total:	114	
				153	
				-----	
				267	
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 full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
18-19	696	69	Temp (06)  Permanent (15)  Total: 21	02	23
2.3 Teaching - Learning Process					
2.3.1 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)					
Number of teachers on roll	Number of teachers using ICT (LMS, e-Resources)	ICT tools and resources available	Number of ICT enabled classrooms	Number of smart classrooms	E-resources and techniques used
23	07 (30%)	04	02	00	04
2.3.2 Students mentoring system available in the institution? Give details. (Maximum 500 words)					
<p>We are proud to say, that by default every teacher is a mentor, with or without formally assigning them to a group of students. Just because this has to be made <b>formal</b>, we have made class teachers for each combination, who act as mentors. However, students can approach any teacher available at the moment of crisis and need not wait for that particular teacher assigned to them. Teachers maintain their professional boundaries and mentor students in various aspects. The department of <b>Psychology</b> takes up serious issues which include listening to their personal issues with empathy, motivating the mentees to learn well and take up challenging career, suggesting them various employment / career opportunities available, maintaining in strict confidence the weaknesses of the students and help them to overcome them by appropriate counselling. The students are complemented on their little achievements. They stand as a role model for the mentees in professional and personal lives. The mentors must value the self-respect, dignity, feelings and emotions of their mentees. There shall be no conflict of interests and prejudices with regard to the mentees.</p>					
<p>The IQAC makes it a point to to instruct the mentors not to use the mentees for personal favours of any kind. Mentors must not be fault-finding agencies that demoralize the mentees. Mentors must make the mentees their goals aims and objectives realistic and practicable. The more academic façade of the</p>					

mentor's role includes improving their writing and speaking skills, career orientation, how to surf the net and get relevant academic information, how to find books in an open access library and find required material. The formal mentoring ends at the end of the student's career when the feed-back is taken and evaluation is made.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor: Mentee Ratio
<b>696</b>	<b>21</b>	<b>1: 33</b>

## 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
<b>62</b>	<b>13</b>	<b>49</b>	<b>--</b>	<b>05</b>

### 2.4.2 Honours and recognitions received by teachers

(received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )

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

## 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
<b>BA B Com</b>	<b>Arts Commerce</b>	Odd Sem, 2018-19	23.11.2018 12.11.2018	<b>Oct 2018 April 2019</b>

[View File 02](#)

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

By and large, the internal evaluation process fall under the guidance issued by the University to all affiliated colleges. In the normal process, in each semester the students are given two assignments and two tests are conducted. Besides this, the individual teachers may conduct tests at the end of every lesson, to ensure they have understood, though these within the class-room activities are not officially recorded, they will be of a great help to the students to see where they go wrong and rectify accordingly. These tests provide clues to the teachers about the gaps and areas where the students haven't grasped the concept/ lesson, and these will be made clear in the revision or the remedial classes

taken up at the end of the semesters.

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

Here again, the institution only modifies and improves the already prescribed template issued by the University to its affiliated institutions. This mandate issued by the University includes all the major events of the academic year. In addition to the list of official holidays, dates of scheduled examinations, national festivals to be conducted as dictated by the University, various curricular, co-curricular activities like seminars, guest lectures, departmental activities are scheduled regularly at equal intervals and the entire academic semester is kept alive and vibrant. These calendar of events is meticulously discussed and scheduled with the IQAC. But for a minor changes, the schedule followed in the previous year will be followed which prevents us from forgetting any event. Some times, unscheduled, unexpected programmes may have to be added when we stumble upon a special resource person. We consider ourselves and our students very fortunate to have such rare opportunities.

### **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

[View file – 03](#)

#### **2.6.2 Pass percentage of students**

Program me Code	Programme name	Number of students appeared in the final year examination	Number of students passed in final semester/year examination	Pass Percentage
---	BA	190	113	59.47
	B Com	380	197	51.84

### **2.7 Student Satisfaction Survey**

2.7.1 Student Satisfaction Survey (SSS) on overall institutional performance

[View File -04](#)

## **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 Academic year
Major projects	---	--	--	--
Minor Projects				
Interdisciplinary Projects				
Industry sponsored Projects				
Projects sponsored by the University/ College				
Students Research Projects (other than compulsory by the College)				
International Projects				
Any other(Specify)				

Total				
NIL				
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(s)	
NIL				
3.2.2 Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year				
Title of the innovation	Name of the Awardee	Awarding Agency	Date of Award	Category
		NIL		
3.2.3 No. of Incubation centre created, start-ups incubated on campus during the year				
Incubation Centre	Name		Sponsored by	
03	Suhas SS Savinay G V Chaitanya		Self financed	
Name of the Start-up	Nature of Start-up		Date of commencement	
SSS Traders	Suhas SS - Food Grain trader		2018	
Om Traders	Savinay G V – Dry fruits merchant		2018	
Mohan Traders	Chaitanya - Stationery shop		2019	
3.3 Research Publications and Awards				
3.3.1 Incentive to the teachers who receive recognition/awards			: NIL	
State	National		International	
3.3.2 Ph. Ds awarded during the year (applicable for PG College, Research Center)				
Name of the Department		No. of Ph. Ds Awarded		
Not applicable				
3.3.3 Research Publications in the Journals notified on UGC website during the year				
	Department	No. of Publication	Average Impact Factor, if any	
National	Geography Hindi	4	--	
International	Geography English Library Sc.	3	6.0	
View File - 05				
3.3.4 Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year				
Department		No. of publication		
Hindi		02		

English				03		
<a href="#">View File – 05</a>						
3.3.5 Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or Pub Med/ Indian Citation Index						
Title of the paper	Name of the author	Title of the journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citations
NIL						
3.3.6 h-index of the Institutional Publications during the year. (based on Scopus/ Web of science)						
Title of the paper	Name of the author	Title of the journal	Year of publication	h-index	Number of citations excluding self citations	Institutional affiliation as mentioned in the publication
NIL						
3.3.7 Faculty participation in Seminars/Conferences and Symposia during the year :						
No. of Faculty		International level		National level	State level	Local level
Attended Seminars/ Workshops		--		03	--	--
Presented papers		04		--	--	--
Resource Persons		02		--	--	--
<a href="#">View File- 06</a>						
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 co-ordinated such activities		Number of students participated in such activities	
1.HIV awareness 2. Legal Awareness  3.Prevention of crime and Law and order 4. Conservation of soil and fertility 5. Cleanliness awareness campaign	NSS NSS  NCC NCC  Youth Redcross		07 07  01 01  01		150 150  56 56  50	

6. National Youth Week				
7. Blood donation camp				
View File – 07				
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	No. of Students benefited	
Nil	Nil			
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 <b>coordinated</b> such activities	Number of students participated in such activities
NSS	Village Panchayat Samiti			
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
Teacher exchange With Kalpaturu science & Kateel Ashok Pai Memorial Institute , (KAPMI), Shivamogga		Udaya Ravi-Vinutha  Dr. Malathi V	Nil	Two months
Faculty exchange with two institutions				
3.5.2 Linkages with institutions/industries for internship, on-the-job training, project work, sharing of research facilities etc. during the year				
Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration (From-To)	participant
Nil				
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 and Activities		Number of students/teachers participated under MoUs	
NII	Nil		Nil		Nil	
<b>CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES</b>						
<b>4.1 Physical Facilities</b>						
4.1.1 Budget allocation, excluding salary for infrastructure augmentation during the year						
Budget allocated for infrastructure augmentation			Budget utilized for infrastructure development			
			Library: 49,554 Sports Complex: 37,942 Computers maintenance: 3,955 Renovation of building: 60,823 Total: <b>1,52,274</b>			
4.1.2 Details of augmentation in infrastructure facilities during the year						
Facilities			Existing		Newly added	
Campus area			36 acres		Nil	
Class rooms			26		Nil	
Laboratories			07		Nil	
Seminar Halls			01		Nil	
Classrooms with LCD facilities			04		Nil	
Classrooms with Wi-Fi/ LAN			nil		Nil	
Seminar halls with ICT facilities			02		Nil	
Video Centre			00		Nil	
No. of important equipments purchased (≥ 1-0 lakh) during the current year.			nil		nil	
Value of the equipment purchased during the year (Rs. in Lakhs)			nil		Nil	
Others			--		--	
<b>4.2 Library as a Learning Resource</b>						
4.2.1 Library is automated {Integrated Library Management System -ILMS }						
Name of the ILMS software		Nature of automation (fully or partially)		Version		Year of automation
Libsoft ILMS		Fully automated		9.8		2014
4.2.1 Library Services:						
	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	72016	28,10,585.18	364	59,554	72380	28,70,139.18
Reference Books	1404	1,47,604.00	Nil	Nil	1404	1,47,604.00
e-Books	138521	11650	138521	5900 <sup>a</sup>	138521	17,550
E Journals	6328		6328		6328	
Journals	8	48,500	19b	11,055	19	59,555
Digital Database	Nil	--	Nil		Nil	
CD & Video	152	27,916	128	15,189	280	43,105
Library automation	Yes	--				



Weeding (Hard & Soft)	<b>Nil</b>	--	<b>Nil</b>		<b>Nil</b>	
Others (specify)	<b>38</b>	<b>104441.38</b>	<b>43c</b>	<b>16,921</b>	<b>43</b>	<b>1,21,362.38</b>

**Note:**

- a. The library has subscribed the N-List Programme for accessing e-Books and e-Journals.
- b. It includes total number of the renewed Journals and received free Journals during 2018-19.
- c. It includes total number of the renewed Magazines and Newspapers and received free Magazines and Newspapers during 2018-19.

4.3 IT Infrastructure									
4.3.1 Technology Upgradation (overall)									
	Total Computers	Computer Labs	Internet	Browsing Centres	Computr Centres	Office	Depts	Available band width (MGBPS)	Others
Existing		15	21	15	--	05	16	50	
Added									
Total									
4.3.2 Bandwidth available of internet connection in the Institution (Leased line)									
50 MBPS / unlimited.									
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				
Nil									
4.3.4 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	
Nil		Nil							

<b>4.4 Maintenance of Campus Infrastructure</b>			
<b>4.4.1 Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year</b>			
Assigned budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
1,50,000	---	Library: 49,554 Sports Complex: 37,942 Computers maintenance: 3,955 Renovation of building: 60,823 <b>Total: 1,52, 274</b>	---
<b>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)</b>			
<p>Our College is a two storeyed building spread over west, east and northern wings. There are departments of various faculties in each wing. Teachers take care to monitor the necessary maintenance work in their respective wings and inform the house-keeping staff for necessary implementation. The teachers conduct periodic checks to ensure the efficiency / working condition of the infrastructure. Adequate in – house staff is employed to meticulously maintain hygiene, cleanliness and infrastructure on the campus so as to provide a congenial learning environment.</p>			

Classrooms, Staffrooms, Seminar hall and Laboratories are cleaned and maintained regularly by house-keeping staff assigned for each floor. Wash rooms and rest rooms are well maintained. Dustbins are placed in every floor. The Green Cover of the campus is well maintained by the gardeners. Optimum working condition of all properties/ equipment on the campus is ensured through service force. The management has regular plumbers and electricians to maintain all the nine sister institutions of Kalpataru Vidya Samsthe. Technicians from Kalpataru Engineering college come and maintain the college computers and accessories efficiently. The campus maintenance is monitored through surveillance Cameras.

The college maintains a stock register for the available equipment. Proper inspection is done and verification of stock takes place at the end of every year. The requirements are collectively processed in every semester break so as to keep things ready for the new semester. Regular spray of DDT to control mosquitoes is made to prevent insect-borne infections. Pest control of library books and records is done every year by the maintenance department.

Sports materials and NSS materials are taken care of by the officers concerned. The sports instructor acts as the estate office manager and his team is involved in the maintenance of infrastructure facilities. This team looks after the regular maintenance of civil works such as furniture repairs, masonry and plaster works, painting, carpentry, plumbing and housekeeping. The Estate office workers look after the maintenance of rest rooms, approach roads and neatness of the entire premises. Housekeeping services are regularly monitored.

[View File – 08](#)

## **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
Backward class Welfare dept.	UG – SC/ST Scholarship	87	Rs. 3,96,981
	PG SC/ST Scholarship		Rs. 56,810
	OBC scholarship: BA	05	11,90,990
	B Com	369	4,17,020
		52	----- <b>16,08,010</b>

a) National

Nil

b) International

Nil

**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 implementation	Number of students enrolled	Agencies involved
Bridge course	June	306	All Departments
Remedial coaching	Sept/ March	16	English

Personal Counselling	Year-long	As and when required	Psychology Dept.
Yoga	August	260	Patanjali Yoga centre

[View File- 09](#)

**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 by Guidance for Competitive examination	Number of benefited students by Career Counselling activities	Number of students who have passed in the competitive exam	Number of students placed
Nil					

**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	No. of grievances redressed	Average number of days for grievance redressal
Nil	Nil	N A

[View File – 10](#)

**5.2 Student Progression**

**5.2.1 Details of campus placement during the year**

On campus			Off Campus		
Name of Organizations Visited	Number of Students Participated	Number of Students Placed	Name of Organizations Visited	Number of Students Participated	Number of Students Placed
---	---	--	Infosys	22	06

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of Programme admitted to
2018-19	38	BA  B Com	HEP (03) HES – (02)  HSK (03) EEP (15)  23		M Com, B.Ed  MA, MSW,  MBA, LLB,

**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	No. of Students selected/ qualifying	Registration number/roll number for the exam
NET	Nil	
SET	Nil	
SLET	NIL	

GATE	Nil	
GMAT	Nil	
CAT	Nil	
GRE	Nil	
TOFEL	Nil	
Civil Services	Nil	
State Government Services		
Any Other	<b>Not applicable...</b>	

These are courses to undergo after the postgraduation so they are not applicable.

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

Activity	Level	Participants

### 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/ International	Sports	Cultural	Student ID number	Name of the student
2018-19	Selected	National & South zone(SRM Univ. Chennai)	Kabbadi		PAC18080	Sriharsha K S
	Selected	IIT Vellore, TN	Badminton		PAC 17007	Vinay R
	Selected	Inter university South Zone JNN College of engineering Shivamogga	Cricket		PAC 17245	Lavanya HP
					PAC 17344	Manoj P
					PAC 17069	Gireesh LB
					--- Not available--	Umashankar K
2018- 19	I Prize III Prize	District level (GFGC- Tumkur)		Lecture contest		Sharath MR Kavya S
	II Prize Consolation	District level (SSFGC Tumkur)		Debate		Sharath MR Kavya S

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

Though we do not have a student council, we involve students at various responsible stages like the academic and administrative bodies. After enough observation, the students are chosen by teachers taking into account their dedication, sharpness and interest in the respective field. The student representatives are nominated as the members of the college governing council. As this is the highest and most honoured administrative body of the institution, students representatives have their voice here. Their opinions and suggestions are taken seriously for any constructive activity.

The students know what they require in the sports field, as, ultimately, it is they who participate in the collegiate and inter-collegiate levels. A transparency is maintained in the purchase and management of the sports events by the involvement of the students. They have a very vital role to play in the fields of NSS, library and cultural committees. Student representatives in the Library committee suggest what books the students need most. The provision to have open access, the time of retaining the borrowed book, required number of copies of a useful text book to buy to the college library are decided by the opinions taken by

students. All the co-curricular activities of the college are conducted by the leadership of the student representatives. They have been performing efficiently and exceptionally well so far. They have a major role to play in the annual cultural events and the NSS activities.
<b>5.3 Alumni Engagement</b>
5.3.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (maximum 500 words):
The institution, till date, has no registered alumni association. However, the Alumni association formed informally does exist. All activities conducted by alumni association are voluntarily done in good will.
5.3.2 No. of <del>registered</del> enrolled Alumni:
Not applicable
5.3.3 Alumni contribution during the year (in Rupees) :
Not applicable
5.3.4 Meetings/activities organized by Alumni Association :
Not applicable.
<b>CRITERION VI –GOVERNANCE, LEADERSHIP AND MANAGEMENT</b>
<b>6.1 Institutional Vision and Leadership</b>
6.1.1 Mention two practices of decentralization and participative management during the last year (maximum 500 words)
Decentralization leads to more autonomy at lower levels and allows to focus on limited topics. This encourages the individual sub-committees to be more creative and perform better. About 40 various activities conducted in an academic year are listed and categorised under eight major committees for each of which a co-ordinator and six members are assigned. The committees are as follows: Youth welfare schemes, Academic events, Decorum committee, Career building cell, Student support groups, Fitness and wellbeing committee, Tours and visits, administrative cell.  <a href="#"><u>View File – 11</u></a>
6.1.2 Does the institution have a Management Information System (MIS)?
Yes/No/Partial:
Yes. <b>Partial</b> Yes
<b>6.2 Strategy Development and Deployment</b>
6.2.1 Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):
❖ <b>Curriculum Development:</b> As the institution is not an autonomous college, it has no role to play in the development of curriculum, which is designed by the University. However, most of the lecturers from each of our departments are involved in the BOS and text book committees where they introduce the latest and most employable concepts in the curriculum.
❖ <b>Teaching and Learning :</b> The teachers learns how to instruct the students in a most effective way. And the students of various learning abilities adapt themselves to the teachers and learn efficiently. Wherever the ICT is necessary, the teachers resort to them. The films produced based on the novels that are prescribed to the students will be displayed in the AV Rooms, Links are sent to them to watch at their convenience. PPT are designed for the students for a better understanding and retain a graphic memory. Use of bilingual method in the classroom, instruction in regional language

wherever the students need more clarification have proved very useful and efficient .	
❖ <b>Examination and Evaluation:</b>	In addition to the regular promotional examinations conducted by the university at the end of every semester, which are centrally valued at the university, we conduct class tests and give assignments at regular intervals which gives us an idea of how well the students have understood. Enough material for feed back is thus obtained while the evaluation is made. The teacher will be left with enough time to explain each concept which the students find difficult to comprehend.
❖ <b>Research and Development</b>	This is conducted at two different levels. The departments have been trying to encourage undergraduate research with the interested students. Simple but interesting topics are given for the students to get material from the library and web resources. This research experience is offered only to make them aware of the methodology and procedure. The teachers are encouraged to present research papers in journals and conferences. Guidance for writing research papers , and grammatical corrections and suggestion of scopus journals are made.
❖ <b>Library, ICT and Physical Infrastructure / Instrumentation:</b>	Maintaining the well equipped library periodically updating it with ICT and including new books is constantly being done. A small amount of fund is generated by the overdue charges of borrowed books, which takes care of the binding, and reprographic needs in the library.
❖ <b>Human Resource Management:</b>	The faculty working in our college constitute a rich human resource. The teachers enhance and update their knowledge in their respective fields by subscribing to the online journals provided by the en-list. Hard copies of the journals of national and international standards are subscribed for keeping abreast of our knowledge.
❖ <b>Industry Interaction / Collaboration</b>	Since Tiptur is a small town, we have a very few industries in and around the town. We take students of every batch to the industries to give them an idea of entrepreneurship and management.
❖ <b>Admission of Students</b>	: This is a great problem the institution faces every year. There has been a general fall in the admissions in the colleges, by and large. The various inter-collegiate competitions we conduct every year draws the attention of prospective students. Announcing Fee concession is another method the institution adopts to encourage admissions. In addition to this the teachers physically go to the neighbouring junior colleges and request the principals and students to get admitted in our institution. The long standing service (60 years) of the college and the reputed teachers working in it are also factors that encourage the students to join our college.
<b>6.2.2 : Implementation of e-governance in areas of operations:</b>	
❖ <b>Planning and Development</b>	
❖ <b>Administration</b>	most of the administrative work is done on computers and internet.
❖ <b>Finance and Accounts</b>	both physical and electronic services take care of the accounts.
❖ <b>Student Admission and Support</b>	As this is a part of the administration process, computers are used.
❖ <b>Examination</b>	Examinations are conducted physically as directed by the university.
<b>6.3 Faculty Empowerment Strategies</b>	
<b>6.3.1 Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year :</b>	
The teachers bear their own expenses to visit conferences and workshops. They are congratulated and due honour is made by publishing them in college magazines and noticeboards. But financial support is not given.	

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	
		Nil			
6.3.2 Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year					
Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	Dates (from-to)	No. of participants (Teaching staff)	No. of participants (Non-teaching staff)
2018-19	1.How to write and publish research papers.	2.Basics of computer operation	One day	24	08
			1. 15 Nov 2018 2.01, Feb 2019	12	08
<a href="#">View File – 12</a>					
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		Date and Duration (from – to)	
Nil					
6.3.4 Faculty and Staff recruitment (no. for permanent/fulltime recruitment):					
Teaching			Non-teaching		
Permanent		Fulltime	Permanent		Fulltime/temporary
15		8	04		24
6.3.5 Welfare schemes for					
Teaching and Non teaching			Kalpatru housing co-operative society, and college employees housing society for teaching and non- teaching staff		
Students			Stationery at concessional prices for students.		
6.4 Financial Management and Resource Mobilization					
6.4.1 Institution conducts internal and external financial audits regularly Yes. We have a regular auditor who takes care of all our financial issues.					
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/ Grants received in Rs.		Purpose	
Nil		Nil			
6.4.2 Total corpus fund generated					



## 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			
Administrative	Yes	Retired principals		

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

As most parents are uneducated and poor their support is restricted only to sending their wards to college. We selectively choose only a few available educated parents who can make constructive suggestions. We were suggested to send bulk SMS by the help of Companies like Edumerge for conveying urgent messages. We found Whatsapp groups that we have formed is more effective and cheap. Parents suggested to have a uniform to students so that they will be identified easily in the public, and also it wards off the discrimination of rich and poor. The parents assured the college to take full control of their wards if they are found to behave badly. They assured that they would not let the sanctity of the college be polluted by their children.

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

1. Training in the basics of computer ,
2. Loan facility and items at concessional rate at the co-operative society of our college.
3. Basic communicative English training

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

- To introduce add -on/ certificate course in job oriented areas.
- To enhance the library budget
- To develop and use a structured feedback mechanism

Of the several recommendations made by the Peer-team, the institution has been implementing them in a phased manner. More details are given in the attached file.

[View File - 13](#)

### 6.5.5

- a. Submission of Data for AISHE portal : (Yes /No) **YES**
- b. Participation in NIRF : (Yes /No) **No**
- c. ISO Certification : (Yes /No) **No**
- d. NBA or any other quality audit : (Yes /No) **No**

### 6.5.6 Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting activity	Duration (from-----to-----)	Number of participants
2018-19	Conducting Faculty seminar	Regularly once in every week	Both the semesters.	24- 30
	Conducting workshop on how to write research papers	15 <sup>th</sup> Nov, 2018	One day	26
	Bridge & Remedial courses	Beginning & End sem	Five weeks Ten days	300 / 80
	Exchange programme	Aug- Sept	Two months	70

## 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-to)	Participants	
Women's Day	08-03-2019	300 (F)	200 (M)
Lecture on Women's Rights	24-02- 2019	350	

7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:  
Percentage of power requirement of the College met by the renewable energy sources

Installation of Solar powered lights is done in the girls' hostel for power saving. The 39 acre campus is green with several shady trees. We take pride in having a huge green campus without vehicular noise-pollution. WE have huge lung spaces for free natural air to breathe without any emissions of smoke in the neighbourhood. Vermicompost pit is maintained for the college garden for a chemical -free organic manure. Drip irrigation is implemented for conserving water. Rainwater harvesting is also implemented to save water.

7.1.3 Differently abled (Divyangjan) friendliness

Items Facilities	Yes/No	No. of Beneficiaries
Physical facilities		
Provision for lift		
Ramp/ Rails		
Braille Software/facilities		
Rest Rooms		
Scribes for examination		
Special skill development for differently abled students		
Any other similar facility		

We do **not** have any differently abled students

7.1.4 Inclusion and Situatedness

Enlist most important initiatives taken to address locational advantages and disadvantages during the year

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date and duration of the initiative	Name of the initiative	Issues addressed	Number of participating students and staff
2018-19	02	02	One day Shram Daan 18 <sup>th</sup> Jan 2019	Zero littering Cleanliness drive	Cleaning town bus stand and surroundings	40 NSS
			One day 12 <sup>th</sup> Feb 2019.	Literacy campaign	Creating awareness to send their children to schools	40 NSS

7.1.5 Human Values and Professional Ethics

Code of conduct (handbooks) for various stakeholders

Title	Date of Publication	Follow up (maximum 100 words each)
'Professional ethics and	2006, New Age International (P) Ltd.,	Language teachers in particular find an opportunity

Human values' by R S Naagarzan	Publishers	to inculcate etiquette, manners, ethics and values. There have been several books about these but we found this book catchy simple and recommendable to students.
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[View File – 14](#)

**7.1.6 Activities conducted for promotion of universal Values and Ethics**

Activity	Duration (from-----to-----)	Number of participants
Gandhian Values	2 <sup>nd</sup> October 2018	300

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

Rain-water harvesting rejuvenated. Planted saplings in the campus. Keeping the campus clean, by placing dust bins in the quadrangle, and in the corridors of every floor, and following efficient waste disposal norms. Spraying disinfectant to keep pests away providing a clean atmosphere.

**7.2 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 website, provide the link.

Of the several best practices, we consider **Faculty Seminar & Exchange Programme** as the most vital. The details of these are given in the annexure.

[View File – 15](#)

**7.3 Institutional Distinctiveness**

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

The motto of our institution, as set by its founders is to have “Education for the sake of Awareness, Character, and Earning”. Acquisition of money is considered as the last priority and purpose of education. The most vital quality a student graduating out of our institution must be awareness and character. Awareness is the ability to directly know and perceive, to feel, or to be cognizant of events. This not only includes the literal, mundane alertness of the worldly affairs, but also metaphorically includes the spiritual consciousness and conscientiousness at a higher plane.

The institution believes in building a holistic development of the soul that includes values and ethics which are more vital and relevant in the present world than becoming fiscally affluent and hoarding wealth, with arrogance and pride.

The role of a teacher attains fulfilment, only when he/she inculcates in the tender minds of his pupil the ethics, values and patriotism, besides the conventional learning of the syllabus prescribed by the university to fetch them a degree. The greatness of the institution is, though we do not have a written declaration to uplift these values, the hidden agenda of all the teachers and the undercurrent of our psyche is to mould the character of the students.

The professional ethics, moral values etiquette, self-esteem and pride of one's religion and nation are not generally taught in the main-stream curriculum. But without these values a man becomes incomplete. He could turn out to be a self-centred hypocrite despite having a great knowledge of the subject of his specialization. The duty of a conscientious teacher is to focus his attention on building the future citizens who uphold the culture,

tradition and pride of the nation.

## 8. Future Plans of action for next academic year (500 words)

Imparting quality education through special lectures from invited speakers, outside the syllabus is essential for updating one's knowledge. So a series of lectures from eminent people in the respective disciplines, must be organized.

"A picture is worth a thousand words" The information we receive in visual form will retain in our mind for a longer duration than what we learn by reading or listening. So, each department must take up the responsibility of arranging an exhibition on relevant topics, well chosen, with the involvement of the students.

Our college must be recognized and our presence felt in the town. Neighbouring colleges in particular and the people in general, must get to know the activities of our college. So, an Open Day must be conducted in our college to showcase our salient features.

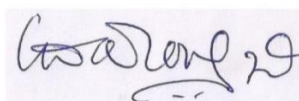
The present day youth are not aware of the bright legacy and the customs we have inherited from our ancestors. So, Lectures and functions must be conducted to highlight the great cultural heritage of our country.

While some students hail from very affluent business families some come from labour class families with abject poverty. So, in order to ward-off the discrimination in their dress, it is proposed to make wearing a uniform mandatory to all the students. Affordable, decent looking colour and material dress is to be selected for the coming academic year. A good tailor who can take measurements and supply clothes must be found.

A lot of developments and changes are taking place in the fields of economics, sociology and political science. The university has not incorporated them in the prescribed syllabus. So, to keep abreast of the latest developments, an awareness is to be created by arranging lectures by people with quality.

It is necessary for us to enlighten the students graduating from our college about higher studies and employment opportunities that is awaiting them. It is also necessary to guide PUC students in the neighbourhood, about building up career by choosing good combinations. This will help us get admissions too.

Name : **Dr. Udaya Ravi S V**



Signature of the Coordinator, IQAC

Name : **Dr. Basavaraddi**

Signature of the Chairperson, IQAC

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