



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution		SRI SHARADA COLLEGE
• Name of the Head of the institution	DR. CHANDRAVATHI SHETTY	
• Designation	Principal	
• Does the institution function from its own campus?	Yes	
• Phone no./Alternate phone no.	08254237229	
• Mobile No:	9483515339	
• Registered e-mail	sharadacollegebsr@yahoo.com	
• Alternate e-mail	sharadacollegeb@gmail.com	
• Address	SRI SHARADA COLLEGE, BASRUR, KUNDAPURA TQ., UDUPI DIST. PIN - 576211	
• City/Town	BASRUR	
• State/UT	Karnataka	
• Pin Code	576211	
2.Institutional status		
• Type of Institution	Co-education	
• Location	Rural	
• Financial Status	Grants-in aid	

• Name of the Affiliating University	MANGALORE UNIVERSITY				
• Name of the IQAC Coordinator	PURUSHOTHAMA BALYAYA				
• Phone No.	9449947571				
• Alternate phone No.	9449947571				
• Mobile	9449947571				
• IQAC e-mail address	sharadacollegebsr@yahoo.com				
• Alternate e-mail address	sharadacollegeb@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	http://sharadacollegebasrur.com/wp-content/uploads/2021/04/AQAR-Final-2019-20.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	http://sharadacollegebasrur.com/wp-content/uploads/2021/12/Academic-Calendar-2020-21-1.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 3	B	2.38	2016	05/11/2016	04/11/2021
6.Date of Establishment of IQAC			10/12/2004		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
SRI COLLEGE BASRUR	Indoor stadium	UGC	2015 05	2744942	
SRI COLLEGE BASRUR	Outdoor stadium	UGC	2016 05	2810216	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of			No File Uploaded		

IQAC		
9.No. of IQAC meetings held during the year	8	
<ul style="list-style-type: none">Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
<ul style="list-style-type: none">If No, please upload the minutes of the meeting(s) and Action Taken Report	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none">If yes, mention the amount		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
A National Webinar on social Entrepreneurship was organized by the Department of Commerce of our College in collaboration with IQAC, Entrepreneurship Development Cell and Commerce Association held on 21th November 2020.		
IQAC , Career Guidance cell and BSE Jointly organized a Webinar on Capital Market Awareness on 22nd December 2021.		
IQAC & Department of Commerce jointly organized one day workshop on New Education Policy on 17th September 2021.		
National Level Webinar on Investor Education Program was organized by IQAC & Department of Commerce: IPF & BSE Program Sponsored by Know Wealth Lotus Ltd on 3rd July 2021.		
IQAC conducted an in-House FDP and Orientation programme on New Accreditation System on 26th July 2021.		
12.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
1. Plan to conduct National Level Webinar on investor education	1. National Level Webinar on Investor Education Program was organised by IQAC: IPF & BSE Program Sponsored by Know Wealth Lotus Ltd. Resource Person: Venugopal Rayirath.
2. Plan to conduct FDP on New Method of NAAC Accreditation	2. FDP - Program : Resource Person : Prof. Karunakara Nayak A , Ex- Principal MSRS College Shirva. (Date 23rd March 2021)
3. Plan to organize an In House Orientation for Faculty by IQAC- New NAAC Accreditation System	3. In House Orientation for Faculty by IQAC- New Accreditation System (Date 26 th July 2021)
4. Plan for Students' Council Inauguration	4. Students' Council Inauguration - Inaugurator: Dr. N P Narayana Shetty, Principal, Bhandarkars Arts and Science college Kundapura. (5th March 2021)
5. Plan to conduct a Program on Intellectual Property Right	5. A Program on Intellectual Property Right: Resource Person. Prof. Prakash Kanive, Retired Principal, Vaikunta Baliga college of Law. (25th February 2021).
6. Plan to organize a awareness cum training program under career counseling cell	6. A Training Cum Awareness Program on Self- Employment: Organised by RUDSET : Smt. Veena Brahmavara from RUDSET was the trainer.
7. Plan to introduce a new certificate course in Representative Kannada for students who are appearing for competitive examination.	7. Inauguration of Representative Kannada Certificate Course: Inaugurator : Dr. Kanaradi Vadiraja Bhat, Ex- Principal SSC Basrur.
8. Plan to start Archaeological Inscriptions Recording and Study Centre	8. Inauguration of Archaeological Inscriptions Recording and Study Centre

	Inaugurator : Dr. Jagadish Shetty, Ex-Principal , PPC Udupi .
9. Plan to conduct Coaching for competitive examinations Under Career Counseling Cell.	9. Awareness Programme for competitive examinations: IQAC in collaboration with Naren Academy. Resource Person : Sri chandrakanth Co- Founder Naren Academy (9th January 2021)
10. Plan to organize a Webinar on Capital Market Awareness	10. IQAC , Career Guidance cell and BSE Jointly organized a Webinar on Capital Market Awareness on 22nd December 2021 . Resource Person : Dr. Sharan Kumar Shetty MSN Institute of Management.
11. Plan to organize National Level Webinars	1. National Webinar from Department of Kannada Topic : Local Cultural Approaches in the novels of Dr. Kota Shivarama Karantha. National Webinar from Department of Commerce 2. Theme: Relevance of Social Enterprises Collaboration : IQAC & Entrepreneurship Development Cell Organized by: Department of Commerce Resource Person: Dr. Udayakumar M A 3. National Webinar from Department of Humanities (History, Economic and Political Science) Theme GDP and Employment-some critical perspective Collaboration : IQAC & Samudaya NGO Kundapura 4. Organized by: Department of Political Science A one day National level Seminar on 'Women and Mythology' Collaboration : Readers and Writers Association for Coastal Women (Regd) Mangalore. Collaboration : Department of Kannada and Samskriti , Government of Karnataka.

12. Plan to conduct National Level E-quizzes	1. National Level E - Quizzes IQAC & Departments On Money Banking and Finance - organized by Commerce Dept. On Financial Accounting - organized by Department of Commerce On Kunda Kannada - organized by Department of Kannada On Economics - organized by & Department of Economics On Office Administration - organized by Office and Administrative Staff
13. Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
College Governing Council	28/10/2021
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2020	16/12/2021

Extended Profile

1. Programme

1.1 2

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	View File

2. Student

2.1 397

Number of students during the year

File Description	Documents
Data Template	View File

2.2

78

Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year

File Description	Documents
Data Template	View File

2.3

119

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1

23

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2

13

Number of Sanctioned posts during the year

Extended Profile

1.Programme

1.1
Number of courses offered by the institution across all programs during the year

2

File Description	Documents
Data Template	View File

2.Student

2.1
Number of students during the year

397

File Description	Documents
Data Template	View File

2.2
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year

78

File Description	Documents
Data Template	View File

2.3
Number of outgoing/ final year students during the year

119

File Description	Documents
Data Template	View File

3.Academic

3.1
Number of full time teachers during the year

23

File Description	Documents
Data Template	View File

3.2	13
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	18
Total number of Classrooms and Seminar halls	
4.2	4.73
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	54
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The college is affiliated to mangalore University, Konaje. The courses offered for B.A and B.Com are designed by the University. The U.G. courses are intrinsically job oriented. Being an affiliated college, before action plan the college has to keep in mind the academic calendar is issued by the affiliating University. Before the start of the academic year, the Principal constitutes a committee to update the academic calendar in consonance with the University Calendar. The heads of the departments start collecting / gathering information about the syllabus revision in the respective subject year wise. At the beginning of every academic year, the Principal conducts meeting with all faculty members to develop strategies for effective implementation of curriculum as well as co-curricular and extension activities. For every 3 years the University is changing the syllabus according to the needs of Companies and Industries. CBCS(choice based credit system) Scheme has been implemented for the academic year 2019-20 for B.Com & B.A. At the beginning of the

academic year Time-Table committee frames the time-table as per the guidelines of the board of studies of the affiliated University and academic calendar is prepared keeping in mind all the curricular aspects i.e., CBCS scheme for B Com& B.A courses. The faculty members participate in the workshops organized by the Board of Studies time to time in their respective subjects. The outcome of the workshop is being shared in the department and the students, updating themselves the faculty members are encouraged to participate orientation courses, refresher courses, Seminars, workshops and conferences. Teaching faculty members prepare their own plan of action according to the CBCS syllabus and the time available. The Dairy is being maintained regularly by the faculty members. This dairy will be submitted to the Principal at the end of every month and it will be countersigned by the principal. As per the need of the department - remedial course, tutorials and special sessions are organized as per the guidelines of the University and UGC. Online classes conducted on ZOOM App as per University guidelines, eTests, e-Quiz organized for B.A and B.com year students in their respective subjects during COVID 19 Pandemic. Each department arranges seminars and webinar and talks by resource persons on related topics. The institution also offers certificate courses in addition to the academic activities for the benefit of students. As per the guidelines of University, the college conducts Internal Examination and skill development activities. College internal examination committee plans the internal exam schedule at the beginning of every academic year. Faculty members actively participate in the syllabus reframing workshops, seminars, and Conferences. They also participate as the resource persons in such workshops, seminars and conferences. Every academic year starts with an orientation program to B.A and B.com students. Student council meetings are conducted once in a semester. It is chaired by Principal and attended by teacher members. Students' feedback collected and presented by the representatives is discussed and suggestions are incorporated to improve the work culture of the college.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://sharadacollegebasrur.com/courses/

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

According to the exam schedule of the affiliated university, the college adjusts the academic calendar for the internal examination and add on courses. The academic calendar is prepared well in advance of next academic session. The academic calendar is displayed on notice board for reference of the students and staff. It is also uploaded on college website for the all-time information of the students and stakeholders. It carries approximate schedules regarding admission process, teaching-learning schedule, curricular and co-curricular activities, extra-curricular activities, major departmental and institutional events to be organized and dates of holidays. The college follows its academic calendar for conducting internal examinations. In a true sense, continuous internal evaluation of the students is made by conducting home assignments, tutorials, surprise tests, unit test and tests for add on courses are included in the academic calendar and they are implemented at the end of the semester. The examination committee works on the slots reserved in academic calendar for internal evaluation and prepares and displays the time-table well in advance. The departments prepare their own teaching plans in their meetings keeping in mind the schedule of internal evaluation as in the academic calendar of the college as well as the additional tests. Only, the students who are absent for the tests on valid grounds are allowed to go for evaluation at a later date. The surprise test and assessment of the short term/add on courses is conducted separately by the respective departments.

The following are the important aspects of the academic calendar.

1. Academic calendar of departmental activity
2. Planning of multiple activities of respective committees.
3. Planning of extra-curricular activities of N.S.S., N.C.C. and cultural department.
4. Activities of Sports Department including prize distribution function.
5. Planning of Examination Department of the college.
6. Tentative schedule of University Examinations.
7. University schedule of holidays and vacations, term end and term start dates.

The college implements the examination and evaluation process as follows:

1. Semester Examination Evaluation procedure Semester -Wise
Two internal. This is the part of CIE to realize the students their

classroom syllabus. As it is already mentioned field visit, internship, study tours, industrial visit and project work is mandatory for some of the courses which help the student to sharpen their understanding of the topic. These are flexibly managed in the academic calendar.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	http://sharadacollegebasrur.com/wp-content/uploads/2021/12/Academic-Calender-2020-21-1.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.
Academic council/BoS of Affiliating University
Setting of question papers for UG/PG programs
Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
Assessment /evaluation process of the affiliating University

C. Any 2 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

2

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

7

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

204

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

180

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The vision, mission, motto and core values of the college speaks volume about these cross-cutting issues. Naturally, the

institution integrates various life skills, values, local and global challenges through its curriculum delivery.

Gender, environment, and professional ethicsbased courses are there in the syllabus under Mangalore University. The compulsory undergraduate courses include (I) Indian constitution for 1st Sem BA and B.Com students. (II) Human rights for 2nd Sem BA and B.com students. (III) Gender Equity for3rd Sem BA students.(IV) Human Resources Development 4thSemester students. In Indian constitution, students learn about constitution, fundamental rights, government of the union and states, the judiciary etc. In Human rights, involve basic concept of human rights, national and international protection and promotion of human rights, human rights in India, issues and concerns in human rights etc..In General Equity, students learn about understanding gender equity, discriminates and violence, gender equity and legal provision, towards measuring gender equity and equity. In Human Resources Development, involve basic elements, components and process of HRD, functions of HRD, Recent Trends in HRD etc .Apart from these issues included in the syllabi of affiliating university, our college has taken the various steps to inculcate these issues among the students. Following are the activities carried out by the college. NSS and NCC unit of the college actively participate in the national flagship programmes and address cross-cutting issues at community level.In order to strengthen mentally and physically, yoga training is provided to girl and boys through a certificate course in yoga and meditation.College organizes enough lectures on the hygiene and sanitation to create awareness about health in girl students. International Women's Day is celebrated every year in college.

NSS and NCC Units conducted Tree Plantation, Lectures of Experts in this field, Swacha Bharat Abhiyan and Street Plays on the issues of Environment. Human values Beside the syllabus, the institution organized programmes to inculcate human values in students and staffs. Blood Donation Camp is regularly organized. NSS unit is very active and regularly arranged social and cultural activities in the college and adopted village. Professional Ethics Ethical practices such as truthful information, facts, and unprejudiced approach are taught in content of syllabus and certificate courses. Career Guidance and Placement Cell organized placement activities including training, development of students, aptitude test etc. on a regular basis as per the requirements of industry.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

02

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	No File Uploaded

1.3.3 - Number of students undertaking project work/field work/ internships

05

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students
Teachers
Employers
Alumni

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	http://sharadacollegebasrur.com/evaluation-feedback/

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

280

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of

supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

384

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

In Sri Sharada College the students admitted in our college are coming from various economic sections and communities of the society. Most of the students are from backward categories i.e. ST, SC, and OBC. The college is very much aware about their overall growth and social upliftment in the society. Our college has a fair system for admission process. The students are admitted in our institution without considering caste, creed, and gender, and religion, social and economic status. After the completion of admission process regular classes commence as per the college time table. The institution always prefers girl students for enrolment in college in order to equip them with the higher education so that they can become empowered at themselves to face the future competition and to create their own entity. After admissions college adopts a process to identify slow and advance learners among students. Advanced learners and slow learners are identified on as per their responses in the class room as well as the performance in the Unit test, internal examinations.

After knowing slow and advanced learners, the teachers prepare separate list of slow and advance learners and conduct extra lectures for weaker students. The teachers observe that whether the students easily understand the lesson. If they fail to understand the topic or teaching of a teacher, the same was having been explained again in a easy way. This is the informal way to complete the teaching-learning process and it is also convenient to both teachers and students. Advanced learners are encouraged to ask their concern freely and frequently with the teachers, in a formal way. Students are encouraged to refer advanced textbooks, journals and for their advanced studies. Home assignment and projects are taken prepared from the Students. They are also

encouraged to apply for different competitive examinations. They are motivated to participate in seminar presentation, Poster presentation, quiz competition, debates, and so on.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
397	23

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

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

- University has made provision in structure of all programmes to give students experiential and participative learning experience. Student centric methods adopted by Departments to provide Experiential and Participative Learning experience:
- Engaging students in Public Awareness programmes.
- Professors of various departments have motivated and encouraged the students to take up field work based research projects.
- Involving students for collecting data etc. for various organizations
- Participation of students in Seminars, Conferences etc.
- Department of Hindi conducted research project on "Bharath Ke vivid Rajyon Me Hindi Ki Sthithi".
- Department of Kannada encourages students for field work.
- Department of English conducted a project work titled "know the surroundings".
- Departments provide students tasks that inculcate in them problem solving skills; they receive practical and direct experience of negotiating difficult situations, and are trained as capable, competent and accomplished individuals.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

- Information & Communications Technology (ICT) enabled teaching methodologies and advanced technologies are being followed by the faculty members in class rooms.
- The academic plan with budget, lesson plan, lab manuals and question banks with solution are made available at the very beginning of the semester called it as Academic book for each semester.
- Sufficient number of books, Journals, e-journals and e-books are available in the library. The research journals are available online and facility for accessing these journals is provided through proxy server in the campus.
- All the departments conduct seminars, workshops and guest lectures on the new developments in the core subjects for effective teaching and learning by the faculty members and students in each semester.
- Sri Sharada college has 16 class rooms for the efficient teaching.
- Students have the smart class facility. And the teachers are allowed to use the Wi-Fi collection for college purpose.
- Sri Sharada college has a good library and we are rich in collection of books , college has library Advisory committee, book bank facility
- College has special book bank facility for SC ST Students.
- By the access catalogue students can get books very easily
- Students have the ICT room with home theatre

•Sri Sri Sharada college has a big seminar hall and many seminars held by many departments

•Sri Sharada has a rich result in sports college has indoor stadium facility and Gymnasium.

•Computer courses are available in the college by computer lab

•And language lab has separate classes for separate programme.

•Internet facility fully available for both teachers and students for leaning purpose.

•Internet facilities are available for staff and students in college.

•Photo copiers' facility available for office and library.

•Generators are necessary for the institute, it is available in the college , college has two generators.

•Laptop facility given by the university to each departments.

•Computer lab and LCD facility available for college students in the college.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	http://sharadacollegebasrur.com/ict-tools/

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

23

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

2

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

23

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Response:

Sri Sharada college has transparent and robust evaluation process in terms of frequency and variety. In order to ensure transparency in internal assessment, the system of internal assessment is communicated with the students well in time. The Principal holds meetings of the faculties and directs them to ensure effective implementation of the evaluation process. At the entry level, admissions are given purely on merit basis and the lists of merit students are displayed on Notice board. Students who are admitted for the concerned course are assessed continuously through various evaluation processes at college. Unit tests are conducted regularly as per the schedule given in academic calendar. The weightage for the unit tests varies as per the concerned faculty. The performance of the students is displayed on the Notice board and communicated to the students. Personal guidance is given to the poor performing the students after their assessment. Students appearing for Second /third year are asked to deliver the seminars of the concerned subject. Topics are given by their teachers to the students to prepare for power point presentation. For transparent and robust for internal assessment, many mechanisms are conducted by the Internal Examination Committee.

File Description	Documents
Any additional information	View File
Link for additional information	http://sharadacollegebasrur.com/internal-assessment-examinations/

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

There is complete transparency in the internal assessment. The criterion adopted is as directed by the university.

- At the beginning of the semester, faculty members inform the students about the various components in the assessment process during the semester.
- The internal assessment test schedules are prepared as per the university and communicated to the students well in advance.
- To ensure proper conduct of formative tests, one invigilator is assigned to each hall. Evaluation is done by the course handling faculty members within three days from the date of examination.
- The corrected answer scripts at random are verified by lectures to ensure the standard evaluation process. The corrected answer papers of the students are distributed to them for the verification by the students and any grievance is redressed immediately.
- The marks obtained by the students in internal assessment tests are displayed on the department notice board. The marks obtained by the students in internal assessment tests are uploaded periodically on the university web portal along with their attendance.
- Noting the values in observation and validating the theoretical aspects student must submit lab record regularly.
- Day to day performance of the students is assessed for every experiment which includes regularity, performance, viva and the promptness in submitting the record.
- For lab courses, the marks scored by the student for each experiment is indicated in the observation/record.
- The independent learning, practical approach to the real-time applications is tested by viva voce for laboratory courses.
- For the quality of the projects, the evaluation is done by Project Review Committee along with the project guides. To ensure the transparency and curb the mal practices the university has introduced jumbling system and theory end examinations are conducted at a center other than the college.
- The end examination for the laboratory and projects shall be conducted with internal and external examiner appointed from the other colleges as decided by the University.

Redressal of grievances at institute level:

Departmental Level: The continuous evaluation of students is carried out by faculty regarding theory lectures, labs, assignments, unit tests. Internal marks are allotted based on defined strategies and displayed on notice board. Query if any is discussed with faculty and HOD.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The Program Outcomes are published at college Website Teachers prepare learning objectives of the subjects they teach and the same is shared with students. It is also documented in academic activities files. General expectations of student enrichment are displayed on the campus at places frequently visited by students. Students learning outcome of the program of study is shared with students in the department by teachers. In addition to this, all the key stakeholders are made familiar with program outcomes through faculty workshops, student workshops, student induction programs, faculty meetings, parent teacher interaction, Industry interaction etc.. The Course Outcomes are communicated to the students by the respective faculty .In addition to this the course outcomes of all subjects are hosted in the respective department website, Lesson plan of a course contains the Cos and each class is marked according to the Cos. Course outcomes of laboratory courses are published in the respective laboratory and in the lab Manual/Student Lab record.

- The Institute has contributed, in large part, to the recommendations of the UGC on Evaluation Reforms in Higher Educational Institutions in India. The recommendations provide necessary mechanisms to implement outcome-based education in Educational Institutions in India.

- The PEOs have been categorized in to three sections such as Academic Values, Social Sensibilities and Moral and Spiritual Values. Integrating different stakeholders of the systems, the competencies and the performance Indicators for each of the Program Education Objectives are also defined and which in turn

lead to design of comprehensive course level competencies and performance indicators. Programme Assessment Plan detailing the different Assessment types are also designed.

- Program outcomes are derived from the Program Education Objectives and are fine tuned to the specifics of each program.
- All students are apprised of the objectives and expected outcomes of their programme on admission during the compulsory Orientation programs. Students are also educated and provided with the detailed syllabus and course outcomes in each course and the assessment strategy for each course.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

PROGRAMME OUTCOMES

The college offers three undergraduate programmes under credit-based semester system, namely, BA and BCom. The College, being affiliated to Mangalore University, follows the syllabus prescribed by the University.

The Specific OUTCOMES of Humanities Course (BA) are:

- To make the program more flexible for higher education and research.
- To empower the students for better placement especially for IAS, KPSC, UPSC
- To provide competent and eligible competent candidates and guide them for better employability.
- To support the students to obtain proficiency in Economics, History, Political science, subjects and Kannada , Hindi and English languages.

The PROGRAMME SPECIFIC OUTCOMES of Commerce Course (B.Com) are:

- The Course Outcomes mainly on enhancing the employability skills of the commerce students.
- The course also meets the requirement of the young and enterprising Indians to nurture their dreams of entrepreneurship.
- To acquire competence in the areas of Accounts, Taxation, Finance, Banking, Costing, Marketing, Law, Mathematics and Statistics etc.
- To develop business and communication skills.
- To enhance Knowledge in Commerce and Business Management.
- To develop the human aspect of every student pursuing it and encourages them to contribute into nation building through their intellectual and social capital.

The institution has brought some amount of flexibility by enriching the curriculum with an additional course of skill development. The College offers 06 certificate courses, and the computer centre of the College, established in collaboration with Keonics Yuva. Com, offers 03 diploma and 06 certificate courses. The curriculum for these diploma, certificate, and add-on courses are designed, updated, and revised by the respective departments in the College, subject to the approval of the College Council.

The college has clearly stated its expected program outcomes. The students and staff are aware of the learning outcomes through multiple ways such as-

- Vision and Mission Statement of the college indicating the learning outcomes. They are displayed at crucial points, published in the prospectus and calendar, college magazine, college website, etc.
- Expected program outcomes are made known to the students in orientation programmes, student council meetings, and meetings of the clubs and associations.
- Expected program outcomes are discussed in the staff meetings and meetings with the Management.
- Actual result and learning outcomes are discussed and disseminated keeping in view the expected ones.

The progress of the students is measured by their performance in the internal assessments, performance in the classroom, seminars, assignments, and participation in debates and discussions. Their performance in such activities is recorded and communicated to the students, concerned teachers, and heads of the departments. They are also communicated to the management and parents. Efforts are made for improvement.

Learning Outcomes

In order to facilitate the intended learning outcomes, the teaching-learning and assessment strategies are structured in following ways-

- Introduction of certificate courses in addition to the regular degree courses.
- Skill development programmes with special emphasis on employability skills.
- Strengthening learning resources by adding books to the Central Library and Department Library, and by subscribing to national/international journals, INFLIBNET/ N-List, etc.
- Appointment of qualified, energetic, and enthusiastic teaching staff.
- Use of ICT in the teaching-learning process.
- Continuous evaluation of students.
- Obtaining feedback from stakeholders regarding institutional performance and suggestions for improvement.
- Remedial coaching and remedial examination.
- Adopting student-centred programmes such as field visits, industry visit, survey, project work, assignments, debates and discussions, student seminars, etc.
- Wide range of co-curricular and extra-curricular activities and weightage given to it, while evaluation and awarding university marks.
- Numerous clubs/associations/forums for students to carry out multiple
- Sufficient /reasonable infrastructural facilities.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	http://sharadacollegebasrur.com/course-outcomes/

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

118

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	http://sharadacollegebasrur.com/wp-content/uploads/2022/03/Annual-Report-2020-21.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<http://sharadacollegebasrur.com/wp-content/uploads/2022/02/Student-Satisfaction-Survey-2020-21.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

00

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

00

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

06

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

03

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers

published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

04

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

EXTENSION ACTIVITIES : NCC NSS RED CROSS & ROVERS & RANGERS

NCC UNIT

The National Cadet Corps (Army Division) under the 21 Karnataka Battalion Udupi has been imparted training 52 cadets including 25 women cadets in the reporting year. SUO Mr. Sachetha S M III B.COM A, JUO Mr. Prashanth III B.Com B are the student leaders of the NCC Unit.

Along with discipline, leadership skills, personality development, community service, the students have also been trained in Yoga, drill, handling of weapons, shooting, map reading. The cadets are also encouraged in community service work.

Cadets' participation and achievements in the reporting year:

1. 30 cadets participated in World Environment Day celebrated from their home, In this regard , a program on Planting of trees was held on 5th June 2020.
1. 40 Cadets participated in International Yoga Day celebration held on June 21st June 2020 from home.
1. 35 cadets participated in virtual "Say No to Drugs" an anti-

drug awareness campaign held on 27th June 2020.

1. 37 cadets participated in the "Be Vocal about Local" online awareness campaign held on 1st August 2020.
1. 48 cadets participated in the "Fit India Campaign" form home held in the month of August and September 2020.
1. 31 cadets participated in an online Webinar on "National Education Policy" held on 16th September 2020.
1. 26 cadets participated in "Safety at Home" an awareness road show held on 2nd October 2020 in the streets of Basrur .
1. SUO Sachetha S.M III B.Com A has attended Pre-Republic Day Camp, held on 23rd November 2020 at Bengaluru.
1. "Constitution day" was observed in the college and 32 cadets participated in the online webinar and took pledge held in the college on 26th November 2020.
1. World Aids Day, Cancer Awareness Day, Anti-Tobacco Day, and International Day against Drug abuse and Illicit Trafficking observed in the college on 1st December 2020. 40 cadets participated in the Road show in Basrur.
1. 30 cadets participated in "Save Girl Child Jatha" organized on 10th December 2020 in Basrur .
1. 20 Cadets participated in the "Swatch Bharath Abhiyan" campaign organized in the college on 10th December 2020.
1. 18 Cadets participated in the Awareness Campaign on Covid-19 Pandemic , held at Basrur Bus stand on 11th December 2020 and distributed face masks and hand sanitizer to Auto Drivers .

1. 18 Cadets visited an old age home at Kundapura and distributed fruits on 12th December 2020.
1. 18 Cadets visited "Primary Health Center Basrur" and distributed fruits to Corona warriors on 12th December 2020.
1. 20 Cadets have attended the Annual Training Camp held on 4th January 2021 held in our college .
1. In the month of February 2021, 12 and 07 cadets appeared for the 'B' and 'C' certificate examinations respectively.
1. 40 cadets participated in the campaign "My Earth my Duty" at Home held on 5th June 2021.
1. 48 Cadets participated in Yoga from Home on the occasion of International Yoga day celebrated on June 21st 2021.

ROVERS AND RANGERS UNIT

This unit was started in our college in the academic year 2019-20. The two units Sri Sharada Rover and Sri Sharada Ranger, consisting of 33 students with 8 Rovers and 24 Rangers. Sri Santhosha , Dept .of Commerce and Smt. Mamatha , Dept of Kannada are the Rover and Ranger officers. Mr. Vikilesh IB.com B is Senior Rover mate and Miss. Zeba II B.com A is Senior Ranger mate. Every Saturday forum classes are held as per college schedule along with various activities for the betterment of the students.

CAMPS AND PROGRAMMES FOR THE YEAR 2020-21

- Mask distributed to Sri Nithin Amin, Organizer, Bharath Scouts and Guides Unit, Udupi District by Our unit Students On 24th December 2020.
- In Collaboration with Women's forum of our College, the Rover and Rangers Unit celebrated 'Women day' on 8th March 2021.

- On 8th March 2021, a Skit on save girl child concept has been staged by our students and aother cultural events also performed by our unit members .
- Our Rangers have volunteered for one day National Seminar held at our college on 12/3/2021.
- Rovers and Rangers has participated in "Covid-19 Awareness Jatha organized on 23rd March 2021.
- Rangers has participated in SMS Activity against Covid-19 on 19-3-2021
- Ms.Aishwarya II B.com A, Ms. Bhoomika II B.com A and Ms. Reshma Nayak II B.com A and Ms. Amitha II B.Com A , have served as volunteers in SSLC annual Examinations held during COVID -19 Pandemic days from 19th July 2021 to 22nd July 2021.

In addition to these activities, the unit has actively participated in Independence Day, Republic Day Celebration, Gandhi Jayanti celebrations held in our college.

National Service Scheme (NSS) Report:

The NSS unit of our college is consisted of 101 volunteers in the reporting year. Sri Raghavendra Shetty S Dept. of commerce and Smt. Dreema D'souza Dept. of Commerce are the NSS officer and Assistant NSS officer, respectively. Ankith II B.A , Ramesh II B.Com A and Thanuja II B.Com A, Shruthi II B.Com A are NSS leaders.

Students' activities from NSS unit during the reporting year:

- NSS wing conducted online quiz competitions for students of our college, 277 students actively participated.
- 101 NSS volunteers have participated in the Extension Activities, Covid-19 awareness programme, cleaning and Education Campaign conducted in the adopted village Balkur throughout the year.
- 93 NSS volunteers have participated in the "Covid-19 Awareness Rally" in Basrur town, held in collaboration with Grama Panchayath Basrur And Balkur on 18th March 2020.
- 77 NSS volunteers participated in the celebration of 'World Environment Day' at their home during the occasion of Tree

Plantation Pakhwada held on 5th June 2020.

- 53 NSS volunteers have participated in 'International Yoga day' celebrated on 21st June 2020, by practicing Yoga at their home.
- 65 NSS volunteers participated in "Fit India Campaign" at their home held in the month of August and September 2020.
- 61 NSS volunteers participated in online Webinar on "National Education Policy" held on 16th September 2020.
- 67 NSS volunteers have practiced Yoga from their home on the occasion of International Yoga day celebrated on June 21, 2021.
- 89 NSS volunteers participated in the campaign "My Earth my Duty" at from home held on 5th June 2021.

RED CROSS UNIT

Sri. Chandra, (Department of Kannada) is the Coordinator of this unit. It has 60 Students in the current year youth

Red cross activities.

60 Students of this unit had participated in Covid-19 awareness rally in our college on 22nd March 2021.

Covid-19 Campaign for First Dose was organized in our college on 28th and 29th June 2021. 387

Students and 19 Staff attend the Campaign.

Covid-19 Campaign for (Second Dose) was organized in our college on 22nd September 2021. 387 Students and 19 Staff attended the Campaign.

Primary Health Centre Basrur organized Covid-19 awareness Program. A Quiz Competition conducted in this regard at Niveditha High school Basrur. Miss. Nayanashree II B.A. has won second prize in this competition.

CAREER COUNSELLING CELL: Sri. Vishwanath Acharya is the coordinator of this cell. The cell has organized program collaborating with RUDSET Brahmvar on 16th February 2021. Smt. Veena was the resource person in the program. The cell has organized a one day coaching for competitive examination on 9th January 2021. This coaching /training was organized with the

collaboration with Naren Academy, Brahmavara . Mr. Chandrakanth V was imparted this training and explained the students regarding opportunities of jobs in the Government department and how to prepare for these civil service examinations.

HUMANITIES ASSOCIATION: This association functions under the guidance of Sri Nagaraj Shetty, Dept. of Economics. This association organized a Career Opportunities Program on 19th February 2020 . Dr. Hema. S Kodad , Assistant Professor and HOD , PG Department of Social Work , GFG College , Barkur was the resource person.

SWEEP COMMITTEE : Sri. Vishwanath Acharya is the coordinator of this cell. The committee has organized a guest lecture on the topic " Value of Voting Rights " on 25th January 2021. Mr. Raghavendra Kini , Lecturer , Govt. PU College Bidkalkatte was the resource person. The committee has also celebrated Voter's Day on 25th January 2021.

HUMAN RIGHTS CELL: Sri. Vishwanath Acharya is coordinator of this cell. The committee organized a guest lecture on the topic "Relevance of Gandhi's views". Dr. Dinesh Hedge Ex- Principal of our college was the resource person. The committee organized a guest lecture on "Intellectual property Rights" . Dr. Prakash Kanive, Ex- Principal Vaikunta Baliga College of Law, was the resource person .

SWAMI VIVEKANANDA STUDY CENTRE : Swami Vivekananda study centre has been functioning under the guidance of Sri Raghavendra Shetty, HOD , Dept of history. "National Youth Day "was organized in the college on 20th January 2021. Mr. Sridhar P.S was the chief guest of the function.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

00

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	No File Uploaded

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

35

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

215

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

00

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	No File Uploaded
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

00

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The college has provided adequate physical and updated academic facilities as per the requirement of university and the need of the students. The campus is spread over 7.68 acres of land which facilities excellent infrastructure for teaching learning process, career progression and higher education. There are total 07 departments and 16 spacious class-room with proper infrastructure

in the college. All departments have proper light and ventilation with cushion benches. The campus building accommodates the chambers of Correspondent Office(01), Principal Office(01), Administrative Office (01), Seminar hall(02), Class rooms(16), Language Lab(01), Museum(01), Staff rooms(07), Library(01), Audio-visual room(01), Computer section(01), Vivekananda Study Circle(01), Girls waiting room(2), Auditorium with indoor stage(1), open air stage(01), indoor(Shuttlecocks) and outdoor Stadium(Play ground)(01), Games room(01), Washrooms, Gents Toilets Black(01), NSS room(01), NCC Room(01), IQAC Room(01), Rovers & Rangers Room(01), Stores rooms(02), Canteen (01), Boiler(01), bikes/Cycle shed(01). Wi-Fi facility is made available for the students and staff in the Campus. RO filtered water facility is made available for teaching, non-teaching and students. For security and safety college has fixed up CCTV camera. Commerce and Language departments have laboratory facility as learning resources. Inside the college's campus are two open well, and a herbal garden.

College has well furnished library with 31,183* valuable books like text books. Reference books, manuscripts and special reports, other facilities such as e-books, e-journals, and also having separate library website for providing online services. There are various sections in library viz. New arrival section, periodicals, circulation, Photocopying, book bank, referral services, are rendered to faculty and students. The College has "Shuchi Ruchi" Canteen that fulfil the needs of students and the staff. It offer fresh and good quality hygienic food items at affordable cost. The College has a Outdoor stadium measuring 415.20Sq.mt.(Field size 105 X70 Mts) with Pavilion & 100,200, &400 Mts Athletic track. Also has Indoor sports training facility with wooden flooring (30 X18X12.5 Mtr.) measuring 670.37 Sq.Mts. There is a separate gymkhana building (Games room) with all amenities and gym equipment.

Class Room-The college has sufficient number (16) of ventilated, spacious class rooms for conducting theory classes. The class Rooms are equipped to meet the conventional teaching tools and furnished comfortably to meet the student requirement.

Language Lab and Commerce Lab- The College has an exclusive English communication skills lab where the students practice and test their communication skills. Language Lab use Orell digital Language Lab software. The commerce lab provides practical orientation to students by linking the subject syllabi with practical training in the lab.

Computing equipment- All department has one ICT enabled class room(Seminar Hall) with LCD projector to integrating technology in teaching with class room practice. For the better visualisation of the subject topics, the faculty is encouraged to use the ICT facilities. The students are also supported by the faculty to present their seminar topics using the ICT facilities.

Auditorium-The auditorium has a seating capacity of 300 , which is used to oragnize workshops, seminar and conference with sophisticated ICT equipment.

Rest Room- There are two Girls Rest room (Waiting room) in the college to help in the event of illness. There is ample space and equipment to lie down and relax.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

Sports/Games: Various sports facilities are provided to the students within the campus focusing sports as one of the extracurricular activities. the college is committed to create balance atmosphere of academic , cultural and sports activities for the overall personality development of the students. Various sports competition such as Interdepartmental, intercollegiate, interuniversity, etc help in developing team spirit in students. Their interpersonal relationship is enhanced in a very healthy manner. Students are awarded medals, trophies and certificates to motivate them.

Outdoor Games: The College caters the needs of all major outdoor sports events with standard court and track activities. UGC XII Plan the outdoor stadium has a field size not less than 105X 70mtr. The total build-up area of the is about 415.20(pavillian and 200 mtrs Athletic running track).

In addition to these students are encouraged to take events like Javelin -throw, Discuss-throw, Shot-put, Hammer throw, pole vault b providing them with necessary sports equipment.

Indoor Games- A well furnished indoor stadium with Wooden flooring (tongue and Groove system) with a size not less than 30X18X 12.5 Mtrs (Building) covering an area of about 679.37 Sq.mts with field of 44 X20 sq.ft. it is utilised to play Shuttle cock, multi -gym facility, a wooden badminton court, a table tennis Board. It also has a wrestling room, chess and caroms room, etc, are provided to students in the college campus.

Gymnasium: A well furnished gymnasium room is available in the college with Medicine Balls, meinam Weight Bench, Weight Training/Lifting Set, Weight Lifting Bar, Three dumbbell Set of 1to 10 Kgs, Station Multigym Weight, Weight Plates and Parallel Bar wall.

Yoga-The College has a Yoga centre to revive the ancient tradition and culture to provide a healthy practice along with academics. This leads to an increased performance of the students in all respect. The College also provides certificate course in Yoga.

Yakshagan Adyana Kendra: Sri Sharada Yakshagana Adhyayana Kendra was established in the year 1976. It gave training to the students on folk art Yakshagana. It also conduct Yakshagana Certificate course. During the college day occasion student artists will perform Yakshagana Prasanga.

Museum- The college Museum is developed to create awareness among students to protect awareness among students to protect the heritage and antiques and outdoor archaeological museum is developed in the college campus to protect archaeological inscription belong to basrur.

Cultural activities: The College also encourages students to participate in various cultural and literary activities and make the students excel in their fields of interest. The college conducts Various cultural activities like Annual day, Talents day, in which students exhibit their talents. The students' participation in cultural activities develop aesthetic sensibility and an appreciation for the art.

Description of facilities for sports, games, cultural activities.

Types of Facility

Area/Size

Year of establishment

User rate

Indoor Games

Chess

18 X 30 Mts.

12.50 Height

(Building)

2003

80%

Daily

Shuttle cock

2003, 2018(UGC XII Plan)

80%

Daily

Wrestling

2003

80%

Daily

Carrom

2003

80%

Daily

Outdoor Games

Volley Ball

2 Court

1974

90%

Daily

Kabaddi

1 Court

1974

80%

Daily

Throw Ball

1 Court

1974

80%

Daily

Track for athletic

200Mts Running Track

1974(2018 UGC XII Plan)

80%

Daily

Gymnasium(Boys/Girl's/ Faculties)

25 X60 Ft.

2003(UGC)

80%

Daily

Yoga Centre

Auditorium &

Open air stage

90 X24 Sq.ft

80%

Daily

Cultural activities

42 X22 Sq.ft

1976

80%

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

02

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

05

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

0.88

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

Name of the ILMS software: EASYLIB Software, Online Public Access(OPAC)

Nature of automation (fully or partially) : Fully

Version:4.3.4

Year of automation: 2012

The Library main building of the College was established in 1973 , since then library has made consistent progress in terms of the books, journals, periodicals, e-resources and services. The college library has furnished room of 100 X30 sq.ft area. Recently the library building was extended under UGC plan XII(2016-17). A

separate rading Library is fully automated with all its subsystem like LAN connectivity and WiFi . Library Management Software system is incorporated with latest technologies that enables Library to serve its users more efficiently. It provides open access facilities which helps easy access and use of the library as learning knowledge centre which have fully automated Library will be kept open from 9-00 AM to 5;30 PM on all working days except on Saturday. The college library is open for students for reference and borrowing during all working days except Sundays and Holidays. On Saturday from 9.00 AM to 1.30 PM. The Library include Reference Section and Periodical section is situated in the first floor of the Library Building. And Text book section in the ground floor of the library building. The library is partially computerised in respect of Book Bank facility, purchase of book, catalogue and stock verification. Subscription to the library automation software Easylib and books are issued/ returned on bar-coded borrower's cards. Online Public Catalogue (OPAC) facility is available at the circulation at the entrance of the library. The Library has a wide collection of books, journals, e-resource, Audio-video materials, Newspapers, e-resources, previous year question papers etc.

Computers with broadband internet connection and reprographic facility is available to the users in the library. A high end Konica & Canon -Xerox machine is available in library which has the facilities like coping, Scanning, and printing.

The library committee consists of the Principal as Chairperson aided by a Convenor , senior faculty and the Librarian as Secretary of the committee. The Committee also has representatives from each department for one academic term or more. The Library committee works on rotational basis of faculty involvement. The faculty members of the committee play an important role in coordinating the Library Orientation for the new entrants. The Library committee meets at intervals for selection of books and other Library material. They also suggest ways and means to improve the services.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the A. Any 4 or more of the above

following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

1.02739

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

200

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The college has established mechanism for upgrading and deploying

Information technology infrastructure. The college first assess the needs , number of students and staff and other end users. The provision is made in the budget for annual maintenance and technical staff is appointed for maintaining hardware and Information Technology infrastructure of the campus. Institution frequently updates its It facilities through various systems. LCD projectors to enables teachers and students to switch over to It supported teaching-learning methods. These It supported facilities are regularly updated.

The college office uses LAN facility and software for admission of students and fee collection. The administration office section use Robo Vidya software and Office accounts software to get students' results and to maintain all other confidential matters. These it facilities are regularly updated. The college has 54 (45 Now) Computers, 05 Laptop, 04 LCD projectors with access to internet that are updated with latest versions of essential software. The computers are connected with WiFi facilities. As per the requirement of the maintenance of the above IT equipments, college has Audio-visual committee which uses their skill to update and repair the equipments. However, for major disorder and damage , computer technicians and service providers are hired for the up keeping and replacement. The step like installation of anti-virus periodically, formatting of computers on the basis of corrupt operating system and replacing of hardware of old computers to new computers are taken for maintaining and utilizing computers.

Details of IT Infrastructures.

S.No

Particulars

Quantity

1.

Computer

45

2.

Lap-top

03

3.

LCD Projectors

04

4.

Bar-code Scanners

01

5.

Bar-code Printer

01

6.

Color printer

01

7.

Home theatre

01

8.

UPS

02

9.

Printers

05

10.

Printers with Scanners

02

11

Digital camera

01

12.

T.V Apple

03

13.

CCTV

16

14.

Bio-metric Machine

01

15.

Scanner

03

16.

Battery back-up system

04

17.

Type-writer

06

18.

Cycle

01

19.

BPL TV

01

20.

10 KV, 20 KV Generator

02

21.

Sever

02

22.

Western Digital hard disc

03

23.

Battery (6 hr Back up)

01

24.

Exide battery IT 500

20

25.

HDMI change over system

01

26.

Sony voice recorder

01

27.

Reliance phone

01

28.

LCD Projector

04

29.

OHP

01

30.

Inverter(850 VA)

01

31.

800 VA Offline UPS

02

32.

Alpha 2.0 VA Offline UPS

02

33.

2.0 KVA Online UPS

02

34.

3.0 KVA Online UPS

02

35.

Puri-guard

02

36.

Aqua-guard

07

37.

Xerox Machine

03

38.

Smart Board

01

39.

Speaker

08

40.

LAN Networking

04

41.

Robo Vidya software Office Administration.

01

42.

Easylib Software

01

43.

Office Accounts Software-Two Concurrent users.

01

44.

Orell Digital language lab Software, Extra 06 Consoles special edition.

01

45.

Windows8 professional for AE software for 10 units.

01

46.

OFF prof.Plus 2013 SNGL

01

47.

OLP NL ACDMC 2PROC

01

48.

OLP NL ACDMC

01

49.

WINSVRSTD 2012 R2

01

50.

WINSVRCAL 2012 SNGL

01

51.

OLP NL.ACDMC DVC CAL

01

52.

Device X990

01

53.

E-Attendance Bio-metric software

01

54

Bell timer with software

01

55.

Currency authentication and counting machine

01

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Number of Computers

54

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

0.88

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The college takes direct initiative in the maintenance of upkeep of infrastructure and support facilities. The management, Financial Administrator and Office superintendent monitor the quality of maintenance of infrastructure and equipments. The custodian of the equipment frequently examine them for timely maintenance and repairs to ensure performance and accuracy. At college level, there are different committee to monitor the smooth functioning of the college.

Policy for Physical, Academic and Support facilities:

The college has enough space to accommodate all the requirements. There are enough classrooms , spacious library, administrative office and other basic facilities as per the university affiliation. Internal cleaning of the college of the college building is equally distributed among all the support staff. Both urinals and toilets are also regularly cleaned with proper hygiene. The college has its own canteen and offered on annual contract basis which provides good quality food items at affordable rates and Canteen committee regularly review its rate and gives specific instructions about the hygiene and quality of the food.

Maintenance and utilisation of Library:

The college library has a advisory committee appointed by the principal to monitor the smooth and effective functioning of all the services provided. It also shoulders various responsibilities like finalising the annual budget, purchase of the reference book, purchase of text books and some other important books, journals(24) and periodicals/Magazines(61), etc. Library is substantially computerised , bar code system, is adopted . It also use the system of catalogue(OPAC). The committee takes decision about the library fees, book collection late fees, deposits, etc. The library provides open access for all users. Its provides book bank facility. Library make available Ten newspaper in kannada and English. Library provides facility to outdoor readers who include retired staff, alumni and other readers. Stock verification is done as per the guidelines of the norms. Librarian seeks recommendation from the Department to purchase necessary books. The Library is using EASYLIB software for automation of library and provides Wi-Fi facility to staff.

Maintenance and utilisation of computers:

There are 45 (old 54) Computers and 5 Laptops in the college, out of which 07 are for student's purpose and remaining are for academic purposes. Maintenance of computer is done regularly as per requirement and major work is done during vacation. He look after the maintenance job, such as updating of operating system, antivirus, software , hardware and technical problems etc. In case of physical damage we call expert from related agencies. Power back up is provided to the computer system to use them optimally.

Extra-Curricular Activities.

There is spacious Auditorium with indoor stage and open air stage for cultural and other activities. Hall is well equipped with the audio-visual system and maintained regularly. There are various musical instruments for practicing cultural activities. The Institution has a provision of Budget allocation for various activities. We take care that maintenance like repair of furniture, electrical work and equipment is get to be done from respective agencies at proper rates.

Class Rooms & Departments Library-

The class room are well maintained. At the begging of each semester the readiness of the class room and rest room are checked by the facility management team. Regular inspection, maintenance of the furniture's and class room equipment is done o a regular basis. All the departments maintain department libraries with proper stock and issue register. The browsing centre with seven computers in the student service centre is accessible to students at any time in the college library.

Sports facilities maintenance-

All Sports amenities are under in-charge of the Director of the Physical Education. A stock register and an issue register are maintained to ensure the proper handling of the sports items. Stock verification of the sports items is conducted at the end of academic year. Regular maintenance of the play area is conducted under the supervision of Physical education director and faculty sports coordinator. Time is allotted to students for using indoor and gymnasium. The maintenance of the court is done regularly. Common facilities like Ground and multipurpose indoor sports facilities are provided to the locales on prior request.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://sharadacollegebasrur.com/about-us/college-library-and-learning-systme/

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

240

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

27

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to institutional website	http://sharadacollegebasrur.com/wp-content/uploads/2022/03/Extension-and-Skill-Development-activities-2020-21.pdf
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

124

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

124

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

00

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

22

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

00

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded

5.3 - Student Participation and Activities

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

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

00

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	No File Uploaded

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Our Students performed well in academics, sports, cultural and other activities and secured various prizes and awards in elocution ,essay writing and music competitions. It is proud on part to announce that Miss. Meghana of Second year B.Com A was secured State Level Award on essay writing on COVID 19 pandemic.

Students' Council Inauguration - Inaugurator: Dr. N P Narayana Shetty, Principal, Bhandarkars Arts and Science college Kundapura. (5th March 2021)

The institution is known for its distinctiveness due to some best and innovative practices introduced from the beginning of its inception. Important among them are-

- Establishing and maintaining a historical and cultural Museum- There are both Indoor and Outdoor wings in the Museum
 - Developing and maintaining a Herbal Garden with the objective of creating awareness of the therapeutic value of herbal medicines
 - Provision for free mid day meal for the needy students with special focus on the women and socially marginalized students
 - Effective mentoring system with each class being assigned to 2-3 teachers handling the respective classes
 - Around 30 committees, clubs and associations for co-curricular and extra- curricular activities
 - Establishing Entrepreneurship Development Cell, Career Development Cell and Placement Cell
 - Special coaching camps for the students of neighbouring schools and colleges
 - Research Methodology workshops, Faculty development Programmes and ICT coaching for the teachers
 - Free computer classes and remedial classes for the students
 - Village adoption and wide range extension programmes in the adopted village etc.
-
- Excellent Academic Results.

- Many certificate and diploma courses.
- Smart class rooms and AV Rooms.
- New indoor and outdoor stadiums with Multi-Jim Facility.
- Swami Vivekananda Human Resource Development Centre.
- Language Lab for the improvement of communication skill .
- Commerce lab to improve practical knowledge in commerce, business and accounting practices.
- Google classrooms developed by the faculty to acquire technology based curriculum.
- Entrepreneurship Development Centre with proposed incubation centre for new start ups.
- Indoor and outdoor museums with protected archaeological inscriptions.
- Pioneers in Sports and games like volley ball, chess, kabbadi etc.
- National level medal winners in chess and wrestling.
- Coaching classes for volley ball, chess, kabbadi.
- Spiritual retreat camps.
- Library, Departmental Library, Library for Research activities and book banks.
- Best maintained Canteen and free meal to deserved students.
- Spacious and well furnished ladies rest rooms.
- Folk based herbal garden, water harvesting unit, waste water management in the campus.
- Sri Sharada Yakshagana Adhyana Kendra, A regional study centre for imparting training to students in yakshagana folk art and to undertake research on this art.
- Career counselling cell and placements drives.
- NCC, NSS, RED CROSS, Music Yoga, Embroidery, sports, Rovers and Rangers and yakshagana Credits.

File Description	Documents
Paste link for additional information	http://sharadacollegebasrur.com/student-council/
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	No File Uploaded

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The old students Association was formed as early as 1990 when the enthusiastic old students of the College came forward to form a body to maintain their relation with their alma mater Prof. S. Shivarama Shetty, Siriyaura Muddanna Shetty, B.S Pratapchandra Shetty, Sri Ganapayya Shetty, Sri Radhakrishna Shetty, Dr. M. Dinesh Hegde, Sri Yogish Acharya, Anupama Hegde, Ramkishan Hegde, Dr. Chandravathi Shetty have played a significant role in forming the association.

The association had been doing good work in serving as a link between the college and the public in academic and other allied matters. The association used to meet regularly since then, and render all possible work in the development activities of the College.

It is commands to note that a good number of the members of the teaching staff in various departments of the College are old students and members of the association. We try to maintain contact with all the old students of the College, who can contribute to the welfare of the institution.

Contributions:-

Mid day meal Donation

College Entrance Arch

College Front Gate

Conduct Kalarava & Nenapu Cultural Function.

Staff Co-ordinator : Dr. Rakshith Kumar Shetty

President : Sri Rakesh G. Kelamane.

Vice-President I : Smt Kalpana Bhaskar

Vice-President II : Sri Jagadish Puranik

Joint Secretary I : Sri Liyakath Bette

Joint Secretary II : Sri Praveen Kumar Shetty

Treasurer : Smt Akshatha Pai B.

Details of Mid-day Meal contribution by Alumni for the Year 2020-21

1. K.Radhakrishna Shetty- 25,000-00
2. Dr.Chandravathi Shetty- 25,000-00
3. Dr. Sridar Uppoora - 30000-00
4. Sri H Jagadeesh - 20000-00
5. Sri Nagaraj K N - 3000-00
6. Sri K Ramananda Hegde-25000-00
7. Smt. Sowmyashree Basrur-5000-00
8. Sri Rakesh G kelamane- 5000-00
9. Smt. Anupama Shetty- 10000-00

Total - 148000-00

File Description	Documents
Paste link for additional information	http://sharadacollegebasrur.com/alumni-association/
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year D. 1 Lakhs - 3Lakhs

(INR in Lakhs)

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Vision:

"TOWARDS MOULDING THE RURAL YOUTH FOR MODERN CHALLENGES"

A student of Sri Sharada College will be an individual endowed with the spirit of enquiry, eager to acquire knowledge and skills, competent to be employed in his field, possessing qualities of leadership, responsible to family, society and nation, capable of appreciating aesthetics and understanding our cultural heritage and rational as well as humane in attitude.

Mission :

- Higher Education
- Value Based Education
- Empowerment of Women and Marginal Groups
- Social and Civic Responsibility
- Skill Development

Sri Sharada College strives to provide student with quality education using innovative and humane methods of teaching and learning, to develop in them competence for employment as well as entrepreneurship, to promote their power of thinking and creative ability, to organize activities that will contribute to the understanding of their responsibilities to the family, the society and the nation and to promote national integration through cordial relationship between and among stake holders.

The College caters to the basic needs of the society in terms of developing a vibrant younger generation with right attitude,

strong skills and versatile knowledge. The methodology adopted for achieving the Mission is by way of joyful learning such as innovative and blended learning. In the process of learning the students are facilitated to attain life skills.

The institution translates its vision statement through the following criteria:

? Quality education to students through effective class room teaching blended with ICT, Add-on and inter-disciplinary courses leading to competency building.

? Orientation programme for the students and faculty.

? Familiarising Vision and Mission statement among stakeholders through display board, college prospectus, college calendar, meetings, discussions and deliberations.

? Monitoring and evaluating the implementation of Vision & Mission.

? Enhancing employability of students.

? Community participation, extension activities, development of eco friendly practices.

? Giving scope and respecting stake holders in decision making.

? All possible assistance to needy students.

? Societal development through extension activities of NCC, NSS, Rangers, Youth Red Cross and other student bodies.

? Continuous self-renewal by keeping pace with local and global changes in teaching and learning.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The institution has decentralised internal organizational structure and decision-making system. Governing Council- It is the highest administrative body, which meets regularly to take important decisions related to admission, recruitment, budgetary allocation, development of infrastructure and fixing fee structure.

College (Staff) Council- The College Staff Council with the Principal meets as and when there is a need to discuss academic matters.

Internal Quality Assurance Cell - The IQAC includes the Principal, coordinator, representative members from the management, alumni, and teaching and administrative staff members, who advise the management and the Principal on quality enhancement activities and the decisions taken by management are based on them.

Planning Board - It takes operational decisions and approves operational plans regarding the implementation of plans designed by the management.

Advisory committee - It is constituted for the specific purpose of advising the Principal regarding the decisions to be made on various issues.

Different staff committees - Different staff committees look in to various aspects of teaching-learning and organizing activities for the students.

The college promotes a culture of participative management in the following ways -

- The Principal is the ex-officio secretary of the College Trust and the Governing Council.
- The Governing Council consists of two representatives from the faculty. • The College Council comprises members of the teaching and administrative staff.
- The Student welfare council- student representatives.
- Men and Women are represented in all clubs/committees and associations.
- IQAC has representatives of the management, teaching and

administrative staff and alumni.

- The Planning Board comprises of the Principal, teaching and administrative staff.
- Faculty meetings.

- Inter-departmental programmes The success of the college administration lies in the effective delegation of responsibilities.

The administrative activities are decentralized by forming different committees comprising of teaching and non-teaching staff members. They are delegated proper authority to assume the responsibility of imparting quality education. The head of the institution is a member of the college Governing Council and he is the ex-officio secretary of the College Trust. Various activities of the college are designed and implemented through the complete involvement of the management and staff council. Two senior staff members of the college are nominated in rotation as members of the Governing Council.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Quality improvement strategies adopted by the institution for each of the following Strategy Type Details Admission of Students

1. Application in the prescribed form with the Student's passport size photo and complete in all respects should be submitted to the Principal within 10 days of the publication of the result. Photo copy of II PUC Marks Card should be enclosed with the application.

2. Applications received will be decided on their merits and as per reservation. The applicants called for the interview should be accompanied by their Parents/Guardians and bring with them the following certificates, in original, without fail A. II PUC Marks Card. B. Transfer Certificate. C. Conduct Certificate from the Head of the Institution last attended. D. Stamp/Passport size photos - 5 E. Income Certificate (if the Family income is less than ₹44,500/- per annum (valid for 5 years) and Caste Certificate

(if belongs to the SC/ST/Group-I) Industry Interaction / Collaboration In collaboration with keonics.com, the college is providing computer education for students.

In collaboration with Indian Red Cross Unit, Kundapura, Blood Donation camps are conducted. Many cleaning programmes are undertaken in collaboration with adopted village Balkur Panchayath. Industrial visits are arranged for Commerce students. Career Training Programme was conducted in collaboration with Ascent Staffing Solutions Pvt. Ltd. Bangalore. Capital Market Awareness programme was conducted in collaboration with BSEIPF, Mumbai. Health and Hygiene Awareness programme was conducted in collaboration with Maatha Amruthanandamayi Foundation, Mangalore.

Personality empowerment programme for lady students was sponsored by FSL India, NGO. Human Resource Management There are regular management and staff interactions and meetings focussing on the institutional development.

The teacher representatives (2) are participating in each academic council meeting. The students' grievances are addressed through redressal cell. There are separate cells for the redressal of SC/ST and women students. The student council meetings are conducted regularly for addressing the genuine demands of the students and informing about various programmes conducted in the college. There is Swami Vivekananda HRD Unit which specially organizes moral and spiritual camps in the campus. Faculty are in-charge of cocurricular and extra-curricular activities. The financial support such as reasonable salary, provident fund, ESI and loan facilities from Staff CoOperative Society are given for the welfare of the staff members Library, ICT and Physical Infrastructure / Instrumentation The college library has INFLIBNET-NLIST facility. Library is automated with OPAC, EasyLib and other facilities. Library has internet facility for staff and students. Photocopy machine is also provided in the library. College has WiFi enabled campus, Smart Class, A/V room, seminar halls, computer lab, Language lab, Photocopier, LCD, Computers, Laptops for staff and students, etc. Google Classrooms are also utilized for the benefit of the students. College has cafeteria, ladies rest rooms, gents washrooms, indoor and outdoor stadiums, seminar halls, 7 water purifiers with coolers, 2 power generators, computers, etc Research and Development College Research Committee motivates and monitors teachers and students in research work. Teachers are undertaking research work. College provides infrastructural facilities for research work. Every department has departmental library where books for research purpose are

specially earmarked.

College is conducting workshops and seminars for teachers and students to inculcate research culture among them. Financial support was also given for student project and field works. Many teachers have engaged themselves in research and publication. The research works were published in journals and college magazines. College management supports all types of research activities in the college Examination and Evaluation Semester examinations are conducted as per university guidelines and patterns.

Internal assessment examinations are scheduled twice in a semester. Each examination is of One-hour duration. The question paper patterns are also as per semester examination guidelines and patterns. Internal Assessment marks are announced well in advance before the semester examinations. Aptitude tests are conducted for newly admitted students. Oral tests and Class tests are conducted after the completion of each unit in the syllabus. Remedial examinations are conducted for slow learners.

Some of the faculty members are serving in the University Board of Examination and the University Board of Studies Teaching and Learning Faculty members enhance the nature of the Teacher-Student relationships by actively being involved in counselling, mentoring and self-improvement initiatives. For this purpose, college adopts the techniques of student presentations, student seminars, workshops, assignments (group and individual), field work, mini-projects, etc. The process of teaching and learning takes place through, classroom teaching, teaching based on academic calendar and lesson plan, regular and continuous evaluation, unit tests, guest lectures, smart class, interactive sessions, project work, group discussions, field visit, surveys, self-study etc. Commerce Lab in the Commerce dept enhances the practical knowledge of the students in Commerce and Business. Google Classrooms are introduced to give technology-based platforms for the students. Curriculum Development Curriculum for B.A, B.Com courses are prescribed by the University. Curriculums for Certificate Courses are developed by the college itself approved by the College Council. Faculty members have participated in University Level Workshops related to Curriculum Development.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The organogram is an administrative diagram of College describes the decentralized structure of administration. College administration is a cooperative effort of Principal, teaching, non-teaching staff and students with the cooperation and support of all stakeholders in pursuit of common objective. It is necessary that all aspects should be organized in order to attain the desired goals. The Principal looks after the Teaching Staff, Non-teaching Staff and students. Under the administration of Principal various Committees are formed which include IQAC, General Body, Advisory Committee, Development-cum-finance Committee, Committee for SC/ST, Magazine Committee, Library Committee, Internal Complaint Committee, Research Journal Committee, Sports Committee, Time- Table Committee etc.

Different Cells are well thought-out to look after students' and staffs' complaints. The cells functioning are controlled by the Principal. The different cells are Students' Grievance Redressal Cell, Staff & Teachers' Grievance Redressal Cell, Anti Ragging Cell, Sexual Harassment Cell, Gender Cell, Minority Cell, OBC Cell. Different societies are formed in order to maintain the discipline amongst the college students. They work under the observation of Principal. Another important characteristic of the Organogram is its stakeholders like the students, parents, guardians, alumnae, NGOs, Corporates and Media Houses.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	http://sharadacollegebasrur.com/trust-council/
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

FACULTY AND NON-TEACHING SUPPORTING FACILITIES

- Eligible faculty members are permitted to attend Refresher Courses and Orientation Courses.
- Teachers are encouraged to present their research paper in national/international conferences/ seminars/workshops, etc.
- Teachers are encouraged and supported to take up research works with deputation of regular staff on FIP/FDP of UGC.
- Professionals are invited to deliver special lectures on current issues.
- Special coaching in job-skills whenever required.
- Organizing seminars and workshops for enriching the knowledge base of the teachers.
- Provision of ICT facilities.
- Seminars/workshops for administrative staff, who are

encouraged to participate.

- Workshop/Training in research methodology.
- Appreciation letters are presented for their active role in the development of the organization.
- Governing Council gives opportunity to share his/her views and motivates staff in staff council meetings.
- The management encourages the staff to visit other institutions of excellence to learn and adopt best practices.

WELFARE SCHEMES FOR TEACHING AND NON-TEACHING STAFF

- The aided staff is covered under Group Insurance Scheme.
- The unaided teaching & non-teaching staff are covered by the PF & ESI schemes.
- The College has a Staff Co-operative Society. It is managed effectively so that the teachers and non-teaching staff may deposit money or avail loan, whenever required.
- 95 percent of the staff has benefitted from one or the other schemes mentioned above.
- Maternity leave and other forms of leave facility are available for all staff members.
- Fee concession for the sons or daughters of the staff studying in the College.
- College organizes health checkup camps.
- Proper arrangement of drinking water is available in the College campus. Purified water coolers are installed at 08 points.
- First aid is also available at the first aid centre.
- Medical Assistance for teaching & non-teaching staff during emergencies.

MEASURES TO RETAIN EXPERIENCED STAFF

Salary and other facilities are offered to retain the faculty-

- Healthy working conditions.
- Conducive work atmosphere and harmonious superior-subordinate relationship.
- ICT- based teaching facilities.
- Free access to internet, e- journals, e-books, and communication facilities.

- Well- furnished classrooms.
- Reasonable salary.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

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

01

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

04

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

14

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

YES, The Performance Appraisal Reports (PBAs) provide good feedback to faculty and help them in understanding the changing needs of students. All faculty members fill prescribed Performa for self-appraisal. PAS system encourages the faculty members to

make excellent performance in teaching -learning and research. The institution has performance based appraisal system for the Assessment of teaching and non-teaching staff. The Appraisal report is based on the Annual performance of the employ on the basis of their academic, research and other extra-curricular activities. It is also based upon his/her relation with the students, colleagues and administration. The above set performance appraisal report is to be filled by employ in a given prescribed performa which includes all the above set related to points and sub points. The views of the employ filled in the prescribed performa is reviewed by HOD's, and principal. The overall report is further reviewed by the chairman of the governing body and final performance functioning status is setup and confidentially recorded in the office.

The performance of each employee is assessed annually after completion of each academic year. The objective is not only to objectively evaluate the performance as per established norms, but also to identify potential aspects for improvement that can eventually lead to further progress and growth of the employee.

The salient features of the performance appraisal system are as follows:

Teaching Staff:

1. The performance of each faculty member is assessed according to the Annual Self-Assessment for the Performance Based Appraisal System (PBAS).
2. Teaching, Learning and Evaluation related activities.
3. Co-Curricular, Extension and Professional Development related activities.
4. Research Publications and Academic Contributions.
5. The PBAS proforma filled by the Faculty Member is checked and verified by the Heads of the Departments, followed by the Principal and Chairman of the Governing council.

Further, at the end of each semester, feedback forms are issued to the students for each of the courses attended by them. The feedback forms in the form of questionnaire collect information about the teacher and different aspects pertaining to the teaching process. A team consisting of the Head of the Department and Senior Professor in the Department, goes through the feedback forms collected from the students and suggest suitable measures to improve the teaching-learning process.

Non-Teaching Staff:

All non-teaching staff are also assessed through annual confidential reports and annual performance appraisal.

The various parameters for staff members are assessed under different categories i.e. Character and Habits, Departmental Abilities, Capacity to do hard work, Discipline, Reliability, Relations/Co-operation with superiors, subordinates, colleagues, students and public, Power of Drafting (where applicable), and technical abilities (in case of workshop staff).

The comprehensive Annual Confidential Report comprises of 10 parameters. Each one of them is graded on a seven-point scale, i.e., Excellent, Very Good, Good, Highly Satisfactory, Satisfactory, Average and Poor. The overall assessment is based on the cumulative grade given by the Principal.

On satisfactory performance, all employees are granted annual increment as per decision taken by the Governing Body of the college.

The Annual Confidential Report and the Performance Appraisal System has significantly helped in the evaluation of the performance of employees, in motivating them, analyzing their strengths and weaknesses and ensuring better performance.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The College has Separate committees for internal and external audit. We have our own audit mechanism where internal audit is an ongoing continuous process. The team of Internal Academic Audit includes Correspondent of the college, principal, IQAC Coordinator and senior faculty. A member is selected from management staff . The external committee for Academic and Administrative Audit includes retired Principal from reputed college of our district,

Educationists , Chartered Accountants (College Auditor) and Retired IQAC Coordinator. The College Auditors (Accounts) verify and certify the entire income and expenditure parts of the College each year. Qualified internal auditors have been permanently appointed and a team of staff under them do thorough check and verification in each financial year. External audit is also carried out on an elaborate way. Auditors deputed by the Government also visit the College every year to conduct the audit keeping in view the policies and orders issued by the Government from time to time. So far there have been no major objections raised by the auditor. Minor errors of omissions and commission when pointed out by the audit team are immediately corrected.

The College has a mechanism for internal and external audit. Internal Committee for academic and administrative audit consists of Correspondent of the college representing management of the college, Principal, IQAC co-ordinator, a senior staff and Superintendent representing administrative staff. We have our own audit mechanism where internal audit is an ongoing continuous process and internal committee for academic and administrative audit verify and assess the academic performance and result of the college. In addition to the internal auditing, the external auditors to verify and certify the entire activity of academic and finance related to the college. The external committee for academic and administrative audit includes renowned educationists, retired principals and professors in the field of commerce and arts, Ex-IQAC Co-ordinators and qualified chartered accountant. During financial year end, the accounting aspects of the college is verified and audited by qualified external auditors. Qualified internal auditors have been permanently appointed and a team of staff under them do thorough check and verification in each financial year.

External audit is also carried out on an elaborate way. Auditors deputed by the Government also visit the College every year to conduct the audit keeping in view the policies and orders issued by the Government from time to time

So far there have been no major objections raised by the auditor. Minor errors of omissions and commission when pointed out by the audit team are immediately corrected.

COMMITTEE FOR ACADEMIC AND ADMINISTRATIVE AUDIT (AAA)

Internal Committee for AAA

Sri. B Appanna Hegde Treasurer, College Trust and Correspondent
College Governing Council (Chairman)

Dr. Chandravathi Shetty Principal/ Ex-officio Secretary, College
Trust.

Prof. Purushothama Balyaya IQAC Co-ordinator/ Governing Council
Member.

Sri. Sandeep K NCC Officer/ IT Co-ordinator

Smt. B. Vijayalaxmi Administrative Staff/ IQAC Member.

External Committee for AAA

Prof. Karunakara Nayak Retired Principal, MSRS College, Shirva. (Chairman)

Sri Shantharama Nayak Chartered Accountant , Auditor of the
College. Dr. M Dinesh Hegde Ex- Principal/ Ex- IQAC Co-ordinator.

Sri. Veeranna Shetty Educationist / Ex- HM.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)**6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)**

3.22

File Description	Documents
Annual statements of accounts	View File
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The College is poised to grow and make its mark in global scenario by providing requisite funds and optimal use of resources. Since it is Private Aided College, the main sources of funds are student fees and Grant in aid from State Government as per budgetary allocations. Deficit is managed by taking advance from the parent trust .However for meeting the upcoming requirements for research and teaching learning resources, the College also mobilizes its resources through:

1. Interest on corpus fund.

1. The Alumni, who also provide financial and non-financial support for various activities in the College.
2. Funds generated through use of the College IndoreStadium.
3. The College also mobilizes its resources from funds generated from Donors.

Funds received from State government are spent on payment of salary of permanent teaching and non-teaching staff of the College. Budget is prepared keeping in mind developmental criteria of the College; accordingly provisions are made in the budget, which is prepared by a team of experts under supervision of Principal of the College and then approved by the Governing council before the fund is sanctioned. It is then deployed on different Heads of Expenditures in accordance with approval.

The College utilizes its funds in a transparent manner. Grants received from UGC are earmarked for various activities including academic development and infrastructure growth. Concerned departments/offices of the College usually take care of utilization of UGC grants which are spent on different plan periods under fixed schedule, target and time.

Administration and Finance Committee, review the use of resources including audit, budget and account. They make recommendation for better handling of resources and effective mobilization of available funds. For smooth running of the institution various committees have been constituted, each committee studies its own field and analyses the requirements and then forwards it to Principal. Finance committee then looks into these requirements, adding the future aspects of planning. In case of any need where the financial support is required, proper demand in writing is made from the concerned Department.

Optimum utilization of funds is ensured through:-

1. Adequate funds are allocated for effective teaching-learning practices that include induction and orientation Programs, workshops, inter-disciplinary activities, training programs, Refresher Courses, Faculty Development Programs, Conferences, Industry Academia interactions that ensure quality education.

2. Adequate funds are utilized for development and maintenance of infrastructure of the College:

- Institute adheres to Utilization of budget approved for academic expenses and administrative expenses by management.
- After final approval of budget the purchasing process is initiated by purchase committee which includes all head of departments and account officer, accordingly the quotations called and after the negotiations purchase order are placed.
- The payments is released after delivery of the respective goods it is done as per the terms and conditions mentioned in Purchase order.
- All transaction has transparency through bills and vouchers. The bill payments are passed after testing & verification of items. Only authorized person operate the transaction through bank.
- Respective faculty member ensures that whether suitable equipment/machinery with correct specification is purchased.
- The entire process of the procurement of the material is monitored by the Purchase committee and Principal at institute level then the finance department at corporate office level.
- Financial audit is conducted by chartered accountant every financial year to verify the compliance.

3. Enhancement of library facilities needs to augment learning practices and accordingly requisite funds are utilized every year.

4. Some funds are allocated for social service activities as part of social responsibilities through NSS and NCC.

5. Renovation of classrooms, Language Lab and faculty rooms.

Main motto of resource mobilization and optimal utilization of resources is to take Sri Sharada College on bench mark in tune with quality teaching and unique growth of students.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

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

Sri Sharada College has institutionalized the following two quality initiatives of IQAC:

Best Practice 1: Guidance to advanced and slow learners

Institution conducts an orientation program for all newly admitted students to make them aware of program structure, examination scheme, various courses in the program and career opportunities in BA/B.COM degree courses. From academic year 2016-17, the Institution has adopted the policy to identify advanced learners and slow learners by following techniques

1. Review of their II PUC Statement of Marks

2. Aptitude Test evaluation

3. Performances in first internal assessment examinations are reviewed to monitor their learning levels.

Class Teachers and Mentors evaluate above data and categorize students as advanced and slow learners and provide them suitable guidance.

Special programs organized and implemented by the institution for

slow learners are Remedial Classes, Guest Lectures, Class Tests, Counseling by Mentor. At the same time special programs are organized and implemented by the institution for boosting creativity, leadership and intelligence of advanced learners which include Group activities, Conferences/Seminars, Poster preparations, Participative learning, Peer teaching etc.

This activity positively contributed to cater to the diverse needs of the slow learners and the advanced learners boosted the ability of the slow learner to comprehend difficult topics easily, recalling the answers of questions, clarity in practical knowledge of experiments, cope up English language difficulties, build confidence and helps in overall development of the students.

Similarly this activity helped advanced learners to boost their recreational domain and inculcates research, leadership qualities. It also helped to develop creativity and scientific temper, self-confidence and subject knowledge among the advanced learners.

Best Practice 2: Use and enrichment of ICT infrastructure: The use of ICT tools has become an integral part in teaching -learning process. IQAC always encouraged teachers to utilize these tools in classroom teaching and language laboratory. IQAC prepares the plan to include the use and enrichment of ICT infrastructure expecting from each departments. The IQAC has advised the administration to enrich ICT infrastructure by purchasing advanced ICT tools, broadband internet Wi-Fi facility. Periodically IQAC has trained teachers and non-teaching staff to use ICT by arranging different workshop i.e. Google Apps, Video conference, use of e-mail, handling ICT instrument etc. The educational use of social media has also been utilized to establish communication with the students and peers. In teaching and learning, the feedback system is implemented to take the review of reliability and uses of ICT facilities.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

Describe two examples of institutional reviews and implementation of teaching learning reforms facilitated by the IQAC.

A) IQAC periodically reviews the teaching learning process, structures & methodologies of operations and learning outcomes:

- Proper planning of all academic activities is done and it gets reflected in the Institute level Academic calendar which is prepared well in advance before beginning of the semester.
- Subject allocation is done based on the proficiency of the teachers.
- Time tables are prepared with separate time slots for Training and Placement activities, seminar, tutorials and slow learner activities.
- Individual faculty members prepare systematic Teaching plan along with correlation to the Course Outcomes (COs), Program Outcome (POs) and Program Specific Outcome (PSOs). They organize a Course file which contains university syllabus, previous year question papers, theory and objective questions, class test question papers, slow learner activity schedule and course attainment document. Further it is verified by the Academic Coordinator/ HOD and Principal.
- Teaching plan, notes on lesson and question bank are posted in the Google Classroom for both theory and practical enabling the ICT enabled lectures in addition to black board teaching.
- Enriching the curriculum with guest lectures, industrial visits.
- Continuous monitoring of attendance and performance of students through Academic Record Book.
- Effective internal examination and evaluation systems.
- In tune with the outcome based approach, the question papers for the internal class tests are prepared with a specific pattern which will enable the assessment of the attainment of enlisted Course Outcomes (COs) for each course.
- Prompt communication to parents about their wards' performance and attendance is taken care through SMS system.
- Defaulter student list and projected internal marks are displayed on notice boards.
- Student feedback is taken twice during a Semester through structured questionnaire and necessary changes/improvements

as per the feedback are implemented. Feedbacks are reviewed by HOD and Principal and it is communicated to the faculty members. The concerned faculty then plans for improvements which are monitored on a regular basis for their effectiveness.

- Regular parent-teacher meeting is conducted once in a semester to enable discussion, obtaining parent feedback and taking improvement measures.

2. Student Training Program: One of the initiatives suggested by IQAC is student training program. This program is designed to provide the professional skill sets with the goal of enhancing opportunities in the industry/company. The program involves various activities which help to boost employability through aptitude test, group discussions, personal interviews, role play, current awareness quiz, subject/domain specific quiz, foundation course. The assessment of the students is done by industry experts and the review is taken by IQAC. The suggestions are incorporated in planning and thus the effective implementation of student training program at College is done.

A number of post accreditation quality improvements have been taken during the last five years:

- The faculties and students are involved in research/ project work, paper presentations, book publications.
- The campus recruitment drive was conducted. Skill development programs were conducted. Coaching classes were conducted for bank and other competitive examinations.
- Power point presentation, Discussion forums and study groups on Watts app, Google Classrooms, Inflibnet-N- List, Easylib, OPAC, MOOC, Swayam Platforms are used for the benefit of the students.
- Online Student Satisfaction Survey (SSS) was conducted and results were analyzed and interpreted and uploaded to the college website. The survey for parents and alumni were also conducted based on structured questionnaire and result was analysed. Teachers Evaluation was also conducted and the results were analyzed and interpreted.
- Entrepreneurship Development Cell (Antarprerana) was established in the college and programmes are conducted to educate budding entrepreneurs. Many entrepreneurial skill development programmes were also conducted under this cell.
- Collaborative activities were conducted for strengthening academic interactions. ? Many job-certificate courses are

started and it is being planned to start diploma courses in GST (Taxation) and Representative Kannada (according to the examination patterns of KAS, UPSE, etc).

- A master plan is being prepared keeping in view of the Golden Jubilee Celebrations in 2022-23.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://sharadacollegebasrur.com/wp-content/uploads/2022/03/Annual-Report-2020-21.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Our college observes gender sensitivity through various

initiatives and programs for creating a safe and healthy atmosphere in the college campus. Sensitization of the students is done through programs and special lectures organized in our college.

The various facilities which ensure gender sensitivity within the organization:

CCTV Surveillance : CCTV Surveillance adopted within the campus and activities within the campus are observed from Principal's chamber. Entry of any unknown person can be easily identified through this system. Again, it ensures safety and security of both female staff and students within the campus.

Health and Hygiene

The College has concern and care for the health and hygiene of the College students, staff, and other members.

- College organizes health checkup camps.
- Proper arrangement of drinking water is available in the College campus. Purified water coolers are installed at 08 points.
- First aid is also available at the first aid centre.
- Medical Assistance for students during emergencies.
- The Herbal Garden has been placed behind the College building and has a variety of medical plants and herbs. Due importance is given to planting of folk medicinal plants.

On the campus.

- First aid box is available in the Department of Physical Education. It is regularly checked and medicines are replaced.
- Medical checkup is done for all the students by the Medical Advisor of the College.
- Provision for healthcare room in the College.
- Teachers take care of the students, in case of emergency.

Off campus

There are two local Doctors (Medical Officers) who are on the roll. They are consulted in times of emergency.

The following facilities are also available in the campus -

- IQAC unit - Room No. 36
- Special Room to look after COVID - 19 issues.
- Grievance Redressal Unit/Counselling, Career Guidance and Placement Cell- Room No. 20
- Women's Harassment Redressal Cell/Women's Empowerment Cell- Room No. 35
- Canteen - Canteen Blocks - old and new (mid-day meal centre).
- Rest room for girls students - 02
- Water coolers with purified drinking water- 08
- Auditorium- 300 seats
- Provisions for recreation in two indoor stadiums .
- Out-door stadium
- Audio-Visual room with Television, Smart Board, LCD, etc.

Strengthening Democratic Values

- Teaching through debates and discussions and developing interest in critical enquiry.
- Student representation in all clubs and committees.
- Obtaining feedback from students, successful graduates, and other stakeholders.

Inculcating Human Values

- Through multiple forms of outreach programmes/moral and spiritual camps.
- Certificate course in Yakshgana, which represents folk life.

Contributing the Notions of Social Justice and Equity

- Reservation provided to marginal social groups in all institutional bodies.
- Fee concession for students belonging to marginal communities.
- Programmes/studies related to conditions of marginal groups.

Empowerment of Women

- A compulsory paper is taught on gender rights.
- Various gender sensitive programmes organized by the women's forum.
- More facilities/preference for women students.

Gender

- Women's Forum conducts activities such as seminars, workshops, and lectures on gender issues.
- Women's Grievances Redressal Cell addresses all forms of problems faced by women students of the College.
- Gender Equity paper is taught in the BA course as a compulsory subject.
- More representation for women in the Student Council.

Inclusion

- SC/ST Student Welfare Cell looks into the interest of students belonging to those categories.
- Window provided in the College Website, where they can lodge an online complaint about their grievances.
- Representation to students belonging to marginal communities in the Students Council of the College.
- Seminars/workshops and special lectures conducted to create awareness about social justice
- Human Rights Cell constituted to create awareness about rights of marginal communities.

File Description	Documents
Annual gender sensitization action plan	Mentioned Above
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Mentioned Above

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Waste Management

- The use of plastic bags by the students is discouraged and the canteen holds a strict ban on use of plastic bags for food package.
- The use and disposal of plastic bags, plates and cups were checked by training the students to prepare biodegradable handmade newspaper bags and manufacture areca leaf plates.
- The disposal of chemical containers is done according to the government regulations.
- Hazardous wastes are collected and disposed off through Gram Panchayat services.
- Unused old computers, UPS, CPU, Monitors, calculators, etc., are disposed off through auction.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	http://sharadacollegebasrur.com/sri-sharada-moolika-vana/
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

A. Any 4 or All of the above

- 1.Restricted entry of automobiles
- 2.Use of Bicycles/ Battery powered vehicles
- 3.Pedestrian Friendly pathways
- 4.Ban on use of Plastic
- 5.landscaping with trees and plants

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

E. None of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment

E. None of the above

with ramps/lifts for easy access to classrooms.

Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment

5. Provision for enquiry and information :

Human assistance, reader, scribe, soft copies of reading material, screen reading

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

- SC/ST Student Welfare Cell looks into the interest of students belonging to those categories.
- Window provided in the College Website, where they can lodge an online complaint about their grievances.
- Representation to students belonging to marginal communities in the Students Council of the College.
- Seminars/workshops and special lectures conducted to create awareness about social justice
- Human Rights Cell constituted to create awareness about rights of marginal communities.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The college sensitizes the students and employees of the institution to the constitutional obligations about values , rights , duties and responsibilities as a citizen of our nation.

The College always encourages and supports the involvement of the staff in improving the effectiveness and efficiency of the institutional processes. That is done by providing-

- Encouragement for conducting national and state workshops, conference, seminars by different departments.
- The staff members involved in various committees such as admission disciplinary committee, etc. work under the guidance of the Principal.
- The management conducts various programmes like skill development, arranging teacher's convention, interaction session with staff, honouring the departments for their achievements in examination results, etc.
- By deputing staff members to seminars/workshops, research under FDP of UGC, and also for paper presentations.
- Efforts to retain efficient staff members.
- The quality policies are developed, driven, deployed, and reviewed by IQAC. They are developed and driven responding to the needs of the present knowledge society.
- The College is always driven by the thought as to how human resources can be developed and deployed for fulfilling its desired goals.

Internal Quality Assurance Cell adopts the following supportive initiatives for sensitizing both employees as well as students of our college.

- Introducing quality enhancement and sustenance measures.
- Motivating teachers to undertake research activities.
- Cultivating research culture among students.
- Motivating teachers to introduce innovative teaching methods.
- Persuading the management to enhance the infrastructural facilities.
- Introducing technology assisted teaching -learning.
- Striving for academic excellence and skill development among students.

The institution provides-

- Special retiring rooms for women students
- Women's Grievance Redressal Cell
- Preference in granting free mid-day meal facilities
- Programmes related to issues like gender equity and gender rights
- Representation for women students in associations, clubs, and committees

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website. There is a committee to monitor adherence to the Code of Conduct. Institution organizes professional ethics programmes for students, teachers, administrators and other staff.

4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The college celebrates and observes the following National/International/ days, events and festivals.

1. Teachers Day (5th September)
2. International Women's Day (8th March)
3. International Yoga Day (21st June)
4. Independence Day (15th August)
5. Republic Day (26th January)
6. World Environmental Day (5th June)
7. NSS Day (24th September)
8. AIDS Day (1st December)
9. NCC Day (Last Sunday of November)
10. Karnataka Rajyostava (1st November)
11. Voters Day (25th January)
12. Constitution Day (26th November)
13. National Youth Day (Birth Day of Swami Vivekananda) (12th January)
14. Sadbhavan Diwas (20th August)
15. Gandhi Jayanthi (2nd October)
16. Birth Day of Dr. B R Ambedkar (14th April)

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Best Practices

Best Practice 1

1. Title of the Practice: Museum (Historical and Cultural)

2. Goal: Museums ensure understanding and appreciation for one's

own culture and history. They promote better understanding of the collective heritage and foster dialogue, curiosity and self-reflection. Further, they serve to help future generations comprehend their history and recognise the achievements of past generations. Inculcating civic responsibilities is one of the basic objectives of the institution. The institution believes that conservation of historical and national heritage is one of the important duties of both an individual as well as an institution. In this background the institution planned for establishing a Museum for preserving historical and folk items found in the surrounding area.

3. The Context: Basrur was an urban centre in medieval period with the name 'Hosapattana Basurepura'. It was a confluence of cultures during the period of the Vijaya Nagara Empire. The foreign travellers who visited Basrur during the seventeenth and eighteenth centuries left reliable accounts of the beauty of this town as a cultural centre and its usefulness. But during the colonial rule when the administrative offices were transferred to Kundapura the town lost its political significance. Since the College is located in this place of historical significance the institution thought that being a centre of higher learning it should preserve both the articles and the memories for the benefit of future generation by establishing a Museum.

The Practice: A committee consisting of the Principal, teachers and students has been constituted to set up and maintain the museum. A faculty from the Department of History serves as the coordinator of the committee. The museum has two sections-outdoor as well as indoor. In the outdoor section few stone inscriptions, mastikals, veergals and other monumental antiques have been placed. The date and historical importance of each one of these is explained in the attached name plate.

In the Indoor Museum, a sincere attempt is also being made for the preservation of historical and folk antiques. It is dedicated for preserving and exhibiting the cultural heritage of Coastal Karnataka. Details of the articles collected and exhibited in the indoor museum are given below-

Sl.No

Articles

Sl.No

Articles

1

Hand platter (Big)

45

Bronze Career

2

Hand platter (Small)

46

Namada Karadige

3.

Small grain measuring equipment

47

Red sandalwood statue

4

Water Container

48

Dupadagindi

5

A box to place sacred ash (Small)

49

Lamp

6

A box to place sacred ash (Big)

50

Spice Container (Big)

7

Knife

51

Copper Container

8

Lamp

52

Spice Container

9

Chippina Soutu

53

Copper Vessel

10

Noodle making equipment

54

Porcelain

11

Churning Rod

55

Lamp

12

Ragi mudde preparing equipment

56

Plates

13

Bullock cart made of Bamboo

57

Glaser

14

Wooden statues

58

Kaimarige

15

Rolling Sticks

59

Bronze Plates

16

Marada Achchu

60

Bronze Vessel

17

Muhurtha Kamba

61

Bronze Plate

18.

Mann marige

62

Gold Box

19

Grating equipment

63

Copper Glass

20

Giliguta

64

Waring Lamp

21

Maddale (metrical instrument)

65

Bronze Plate

22

Football

66

Coins

23

Devara Karadige

67

Copper Vessel

24

Lamp

68

Flower Pots

25

Cane Basket

69

Jewellery Box

26

Copper vessel

70

Sieve

27

Lantern

71

Gindi

28

Pot for filtering rice

72

Bronze vessel

29

Alage

73

Jewellery (Portuguese)

30

Plough

74

Lamp Pol

31

Wooder Plough

75

Gindi (Bronze)

32

Palmleave

76

Chennemane

33

Mudi (to store rice)

77

Porcupine

34

Thiri (to store paddy)

78

Glass (Big)

35

Wooden statue

79

Kaimaragi

36

Pot

80

Becket

37

Deer Horn

81

Gindi

38

Horn

82

Porome Tortoise

39

Mask of bull

83

Kadegolu

40

Gerese

84

Bronze Bull

41

Drum

85

Mini Dining Table

42

Sunnada Pathre

86

Old wall clock

43

Salt container

87

Gramophone

44

Spice Container (small)

5. Evidence of Success: There is a good response both from the students and the public for this project. Many people contributed invaluable antiques voluntarily and free of cost. Students also have taken keen interest in the collection. The institution also have the practice of conducting historical exhibitions on certain special occasions where our students do exhibit historical antiques.

6. Problems Encountered and Resources Required: Some of the problems encountered are:

- Difficulties involved in the transportation of the stone inscriptions

- The institution does not have specialized conservators to take care of the statues and inscriptions
- Paucity of funds required for procuring and maintaining the materials

1. Title of the practice: Herbal Garden

2. Goal: Important goals and objectives of developing herbal garden are-

- Creating awareness of the therapeutic value of herbal medicines.
- Helps teachers and students of the College and neighbouring institutions to acquire basic knowledge of medicinal plants available locally.
- Learn to understand and protect plants in their original habitat without being exploited and destroyed
- To uphold the traditional knowledge of Science and Medicine.

3. The Context: Plants have been the basis for medical treatment through much of human history and such traditional medicine is widely practiced even today. Today the use of plants in treating day to day ailments has gained eminence worldwide. Even modern medicines make use of many plant derived components. It is estimated that more than 25 per cent of the modern medicines have been derived from herbs. Needless to stress the importance of herbal and medical plants in our lives it is pertinent to propagate and popularize them more. There is a need to make everyone including our young generation aware of various kinds of Indian herbs and their significance in our lives as the students are the future of the nation. Keeping these objectives in mind the institution thought of developing a herbal garden.

4. The practice: The College has set up of a well planned herbal garden that includes several extinct and rare species of flora. Total area of the garden is 2000 sq.ft. There is Eco-club to maintain and develop the garden. The committee works under the direction of its coordinator Mr. Purushottam Balyaya, Head of the Department of Commerce. The coordinator himself has very good knowledge of the traditional medicine system.

Total number of species more than 30 including rare species.
Important medicinal Plants planted in the garden are:-

1.

Kiskare

16

Rasna

2.

Arjuna

17

Chitramoola

3

Kutaja

18

Bhrami

4

Noni

19

Guduchi (Amratha Balli)

5

Hipli

20

Tamala Patra

6

Vidhari

21

Ramachcha

7

Garga

22

Pathre (Sambrothi)

8

Goranti

23

Kumkuma Plant

9

Agnimantha

24

Nannari

10

Pata

25

Pancharangi

11

Tulsi

26

Maricha

12

Neem

27

Nimba

13

Nidil

28

Jestamadhu

14

Eshwara Balli

29

Pippali

15

Sarpagnada

30

Tumba

5 Evidence of Success: The students have shown keen interest in acquiring knowledge of herbal plants developed in the College. They support this programme by collecting plants, and watering them during winter and summer. The garden is kept open for the public during working hours. They can make use of the herbs and leaves available in the garden free of cost. School children in and around Basrur also visit the garden.

6. Problems encountered and resources required: Since the institution does not have a science course, teachers from science background are not available in the College. So the College has to borrow or hire experts from outside agencies. Hence, the garden is not generating any income to the institution. The institution has to invest funds for the purpose.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

- Value- based education to mould the character of the students with sound moral values.
- Creating awareness regarding democratic and secular principles, conservation of energy, and participation in community welfare projects.
- Programmes fostering the integral personalities of the students.
- Empowerment of women and marginal groups through Women's Forum, Women's Grievance Redressal Cell, SC/ST Welfare Cell, and Human Rights Cell in the College.
- Creating social and civic responsibility through multiple forms of community oriented programmes.
- Skill development through short term add-on courses to encourage the intellectual, physical, and spiritual development of the students.
- Providing life skills along with academics through the activities of various clubs and associations.
- Inclusion of all those who wish to pursue higher education without being specific about the marks secured by them in the qualifying examinations.
- Special care taken to provide an opportunity to the economically less privileged students by giving them some fee concession and also by arranging financial assistance to the needy.
- Encouraging research culture among teachers and students.

Distinctive Characteristics

Higher Education for rural youth/ Value Based Education
/Empowerment of Women and Marginal Group

The institution was established in the year 1973 with the purpose of imparting higher education to the youth coming from rural areas. This is the second institution for higher education to be

established in the Taluk. This College is one of the very few institutions in Karnataka to be established in a village panchayat area in 1970s. The institution imparts BA, BCom, and BBM degree courses for the rural youth. There are many certificate courses in addition to the degree courses. The computer centre offers two diploma and 06 certificate courses. It envisions the future by empowering teaching- learning and evaluation processes through ICT, by sustaining transparency in institutional governance, focusing on continuous improvement through comprehensive feedback, and enhancing opportunities for employability. IQAC is continuously striving to improve the academic and administrative performance of the institution.

- - based Education

The founders of the institution believe that character building is one of the basic objectives of higher education. The institution strives to inculcate values in the students by organizing various programmes like Moral and Spiritual Retreat, Celebration of National Days, Women's Day, Teachers Day, Traditional Day, Yoga Classes, Music Classes, and various outreach activities through NSS to help the students to realize their responsibility to the society and to the nation at large.

Empowerment of Women and marginal groups

-

Women constitute quite a larger portion in the student strength of the College. following table shows the strength of women students in College during the last five years.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The college is affiliated to mangalore University, Konaje. The courses offered for B.A and B.Com are designed by the University. The U.G. courses are intrinsically job oriented. Being an affiliated college, before action plan the college has to keep in mind the academic calendar is issued by the affiliating University. Before the start of the academic year, the Principal constitutes a committee to update the academic calendar in consonance with the University Calendar. The heads of the departments start collecting / gathering information about the syllabus revision in the respective subject year wise. At the beginning of every academic year, the Principal conducts meeting with all faculty members to develop strategies for effective implementation of curriculum as well as co-curricular and extension activities. For every 3 years the University is changing the syllabus according to the needs of Companies and Industries. CBCS(choice based credit system) Scheme has been implemented for the academic year 2019-20 for B.Com & B.A. At the beginning of the academic year Time-Table committee frames the time-table as per the guidelines of the board of studies of the affiliated University and academic calendar is prepared keeping in mind all the curricular aspects i.e., CBCS scheme for B Com& B.A courses. The faculty members participate in the workshops organized by the Board of Studies time to time in their respective subjects. The outcome of the workshop is being shared in the department and the students, updating themselves the faculty members are encouraged to participate orientation courses, refresher courses, Seminars, workshops and conferences. Teaching faculty members prepare their own plan of action according to the CBCS syllabus and the time available. The Dairy is being maintained regularly by the faculty members. This dairy will be submitted to the Principal at the end of every month and it will be countersigned by the principal. As per the need of the department - remedial course, tutorials and special sessions are organized as per the guidelines of the University and UGC. Online classes conducted on ZOOM App as per University guidelines, eTests, e-Quiz organized for B.A and B.com year students in their respective subjects during COVID 19 Pandemic. Each department arranges

seminars and webinar and talks by resource persons on related topics. The institution also offers certificate courses in addition to the academic activities for the benefit of students. As per the guidelines of University, the college conducts Internal Examination and skill development activities. College internal examination committee plans the internal exam schedule at the beginning of every academic year. Faculty members actively participate in the syllabus reframing workshops, seminars, and Conferences. They also participate as the resource persons in such workshops, seminars and conferences. Every academic year starts with an orientation program to B.A and B.com students. Student council meetings are conducted once in a semester. It is chaired by Principal and attended by teacher members. Students' feedback collected and presented by the representatives is discussed and suggestions are incorporated to improve the work culture of the college.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://sharadacollegebasrur.com/courses/

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

According to the exam schedule of the affiliated university, the college adjusts the academic calendar for the internal examination and add on courses. The academic calendar is prepared well in advance of next academic session. The academic calendar is displayed on notice board for reference of the students and staff. It is also uploaded on college website for the all-time information of the students and stakeholders. It carries approximate schedules regarding admission process, teaching-learning schedule, curricular and co-curricular activities, extra-curricular activities, major departmental and institutional events to be organized and dates of holidays. The college follows its academic calendar for conducting internal examinations. In a true sense, continuous internal evaluation of the students is made by conducting home assignments, tutorials, surprise tests, unit test and tests for add on courses are included in the academic calendar and they are implemented at the end of the semester. The examination committee works on the slots reserved in academic calendar for internal evaluation and prepares and displays the time-table

well in advance. The departments prepare their own teaching plans in their meetings keeping in mind the schedule of internal evaluation as in the academic calendar of the college as well as the additional tests. Only, the students who are absent for the tests on valid grounds are allowed to go for evaluation at a later date. The surprise test and assessment of the short term/add on courses is conducted separately by the respective departments.

The following are the important aspects of the academic calendar.

1. Academic calendar of departmental activity
2. Planning of multiple activities of respective committees.
3. Planning of extra-curricular activities of N.S.S., N.C.C. and cultural department.
4. Activities of Sports Department including prize distribution function.
5. Planning of Examination Department of the college.
6. Tentative schedule of University Examinations.
7. University schedule of holidays and vacations, term end and term start dates.

The college implements the examination and evaluation process as follows:

1. Semester Examination Evaluation procedure Semester -Wise Two internal. This is the part of CIE to realize the students their classroom syllabus. As it is already mentioned field visit, internship, study tours, industrial visit and project work is mandatory for some of the courses which help the student to sharpen their understanding of the topic. These are flexibly managed in the academic calendar.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	http://sharadacollegebasrur.com/wp-content/uploads/2021/12/Academic-Calendar-2020-21-1.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of

C. Any 2 of the above

the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

2

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

7

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

204

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

180

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The vision, mission, motto and core values of the college speaks volume about these cross-cutting issues. Naturally, the institution integrates various life skills, values, local and global challenges through its curriculum delivery.

Gender, environment, and professional ethicsbased courses are there in the syllabus under Mangalore University. The compulsory undergraduate courses include (I) Indian constitution for 1st Sem BA and B.Com students. (II) Human rights for 2nd Sem BA and B.com students. (III) Gender Equity for3rd Sem BA students.(IV) Human Resources Development 4thSemester students. In Indian constitution, students learn about constitution, fundamental rights, government of the union and states, the judiciary etc. In Human rights, involve basic concept of human rights, national and international protection and promotion of human rights, human rights in India, issues

and concerns in human rights etc..In General Equity, students learn about understanding gender equity, discriminates and violence, gender equity and legal provision, towards measuring gender equity and equity. In Human Resources Development, involve basic elements, components and process of HRD, functions of HRD, Recent Trends in HRD etc .Apart from these issues included in the syllabi of affiliating university, our college has taken the various steps to inculcate these issues among the students. Following are the activities carried out by the college. NSS and NCC unit of the college actively participate in the national flagship programmes and address cross-cutting issues at community level.In order to strengthen mentally and physically, yoga training is provided to girl and boys through a certificate course in yoga and meditation.College organizes enough lectures on the hygiene and sanitation to create awareness about health in girl students. International Women's Day is celebrated every year in college.

NSS and NCC Units conducted Tree Plantation, Lectures of Experts in this field, Swacha Bharat Abhiyan and Street Plays on the issues of Environment. Human values Beside the syllabus, the institution organized programmes to inculcate human values in students and staffs. Blood Donation Camp is regularly organized. NSS unit is very active and regularly arranged social and cultural activities in the college and adopted village. Professional Ethics Ethical practices such as truthful information, facts, and unprejudiced approach are taught in content of syllabus and certificate courses. Career Guidance and Placement Cell organized placement activities including training, development of students, aptitude test etc. on a regular basis as per the requirements of industry.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

02

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	No File Uploaded

1.3.3 - Number of students undertaking project work/field work/ internships

05

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	http://sharadacollegebasrur.com/evaluation-feedback/

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

280

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

384

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

In Sri Sharada College the students admitted in our college are coming from various economic sections and communities of the society. Most of the students are from backward categories i.e. ST, SC, and OBC. The college is very much aware about their overall growth and social upliftment in the society. Our college has a fair system for admission process. The students are admitted in our institution without considering caste, creed, and gender, and religion, social and economic status. After the completion of admission process regular classes commence as per the college time table. The institution always prefers girl students for enrolment in college in order to equip them with the higher education so that they can become empowered at themselves to face the future competition and to create their own entity. After admissions college adopts a process to identify slow and advance learners among students. Advanced learners and slow learners are identified on as per their responses in the class room as well as the performance in the Unit test, internal examinations.

After knowing slow and advanced learners, the teachers prepare separate list of slow and advance learners and conduct extra lectures for weaker students. The teachers observe that whether the students easily understand the lesson. If they fail to understand the topic or teaching of a teacher, the same was having been explained again in a easy way. This is the informal way to complete the teaching-learning process and it is also convenient to both teachers and students. Advanced learners are encouraged to ask their concern freely and frequently with the teachers, in a formal way. Students are encouraged to refer advanced textbooks, journals and for their advanced studies. Home assignment and projects are taken prepared from the Students. They are also encouraged to apply for different competitive examinations. They are motivated to participate in seminar presentation, Poster presentation, quiz competition, debates, and so on.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
397	23

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

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

- University has made provision in structure of all programmes to give students experiential and participative learning experience. Student centric methods adopted by Departments to provide Experiential and Participative Learning experience:
- Engaging students in Public Awareness programmes.
- Professors of various departments have motivated and encouraged the students to take up field work based research projects.
- Involving students for collecting data etc. for various organizations
- Participation of students in Seminars, Conferences etc.
- Department of Hindi conducted research project on "Bharath Ke vivid Rajyon Me Hindi Ki Sthithi".
- Department of Kannada encourages students for field work.
- Department of English conducted a project work titled "know the surroundings".
- Departments provide students tasks that inculcate in them problem solving skills; they receive practical and direct experience of negotiating difficult situations, and are trained as capable, competent and accomplished individuals.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

- Information & Communications Technology (ICT) enabled teaching methodologies and advanced technologies are being followed by the faculty members in class rooms.
- The academic plan with budget, lesson plan, lab manuals and question banks with solution are made available at the very beginning of the semester called it as Academic book for each semester.
- Sufficient number of books, Journals, e-journals and e-books are available in the library. The research journals are available online and facility for accessing these journals is provided through proxy server in the campus.
- All the departments conduct seminars, workshops and guest lectures on the new developments in the core subjects for effective teaching and learning by the faculty members and students in each semester.
- Sri Sharada college has 16 class rooms for the efficient teaching.
- Students have the smart class facility. And the teachers are allowed to use the Wi-Fi collection for college purpose.
- Sri Sharada college has a good library and we are rich in collection of books, college has library Advisory committee, book bank facility
- College has special book bank facility for SC ST Students.
- By the access catalogue students can get books very easily
- Students have the ICT room with home theatre
- Sri Sri Sharada college has a big seminar hall and many

seminars held by many departments

•Sri Sharada has a rich result in sports college has indoor stadium facility and Gymnasium.

•Computer courses are available in the college by computer lab

•And language lab has separate classes for separate programme.

•Internet facility fully available for both teachers and students for leaning purpose.

•Internet facilities are available for staff and students in college.

•Photo copiers' facility available for office and library.

•Generators are necessary for the institute, it is available in the college , college has two generators.

•Laptop facility given by the university to each departments.

•Computer lab and LCD facility available for college students in the college.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	http://sharadacollegebasrur.com/ict-tools/

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

23

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

23

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

2

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

23

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Response:

Sri Sharada college has transparent and robust evaluation process in terms of frequency and variety. In order to ensure transparency in internal assessment, the system of internal assessment is communicated with the students well in time. The Principal holds meetings of the faculties and directs them to ensure effective implementation of the evaluation process. At the entry level, admissions are given purely on merit basis and the lists of merit students are displayed on Notice board. Students who are admitted for the concerned course are assessed continuously through various evaluation processes at college. Unit tests are conducted regularly as per the schedule given in academic calendar. The weightage for the unit tests varies as per the concerned faculty. The performance of the students is displayed on the Notice board and communicated to the students. Personal guidance is given to the poor performing the students after their assessment. Students appearing for Second /third year are asked to deliver the seminars of the concerned subject. Topics are given by their teachers to the students to prepare for power point presentation. For transparent and robust for internal assessment, many mechanisms are conducted by the Internal Examination Committee.

File Description	Documents
Any additional information	View File
Link for additional information	http://sharadacollegebasrur.com/internal-assessment-examinations/

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

There is complete transparency in the internal assessment. The criterion adopted is as directed by the university.

- At the beginning of the semester, faculty members inform the students about the various components in the assessment process during the semester.
- The internal assessment test schedules are prepared as per the university and communicated to the students well in advance.
- To ensure proper conduct of formative tests, one invigilator is assigned to each hall. Evaluation is done by the course handling faculty members within three days from the date of examination.
- The corrected answer scripts at random are verified by lectures to ensure the standard evaluation process. The corrected answer papers of the students are distributed to them for the verification by the students and any grievance is redressed immediately.
- The marks obtained by the students in internal assessment tests are displayed on the department notice board. The marks obtained by the students in internal assessment tests are uploaded periodically on the university web portal along with their attendance.
- Noting the values in observation and validating the theoretical aspects student must submit lab record regularly.
- Day to day performance of the students is assessed for every experiment which includes regularity, performance, viva and the promptness in submitting the record.
- For lab courses, the marks scored by the student for each experiment is indicated in the observation/record.
- The independent learning, practical approach to the real-time applications is tested by viva voce for laboratory courses.
- For the quality of the projects, the evaluation is done by Project Review Committee along with the project guides. To ensure the transparency and curb the malpractices the university has introduced jumbling system and theory end examinations are conducted at a center other than the college.
- The end examination for the laboratory and projects shall be conducted with internal and external examiner appointed from the other colleges as decided by the

University.

Redressal of grievances at institute level:

Departmental Level: The continuous evaluation of students is carried out by faculty regarding theory lectures, labs, assignments, unit tests. Internal marks are allotted based on defined strategies and displayed on notice board. Query if any is discussed with faculty and HOD.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The Program Outcomes are published at college Website Teachers prepare learning objectives of the subjects they teach and the same is shared with students. It is also documented in academic activities files. General expectations of student enrichment are displayed on the campus at places frequently visited by students. Students learning outcome of the program of study is shared with students in the department by teachers. In addition to this, all the key stakeholders are made familiar with program outcomes through faculty workshops, student workshops, student induction programs, faculty meetings, parent teacher interaction, Industry interaction etc.. The Course Outcomes are communicated to the students by the respective faculty .In addition to this the course outcomes of all subjects are hosted in the respective department website, Lesson plan of a course contains the Cos and each class is marked according to the Cos. Course outcomes of laboratory courses are published in the respective laboratory and in the lab Manual/Student Lab record.

- The Institute has contributed, in large part, to the recommendations of the UGC on Evaluation Reforms in Higher Educational Institutions in India. The recommendations provide necessary mechanisms to implement outcome-based education in Educational Institutions in India.

- The PEOs have been categorized in to three sections such as

Academic Values, Social Sensibilities and Moral and Spiritual Values. Integrating different stakeholders of the systems, the competencies and the performance Indicators for each of the Program Education Objectives are also defined and which in turn lead to design of comprehensive course level competencies and performance indicators. Programme Assessment Plan detailing the different Assessment types are also designed.

- Program outcomes are derived from the Program Education Objectives and are fine tuned to the specifics of each program.
- All students are apprised of the objectives and expected outcomes of their programme on admission during the compulsory Orientation programs. Students are also educated and provided with the detailed syllabus and course outcomes in each course and the assessment strategy for each course.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

PROGRAMME OUTCOMES

The college offers three undergraduate programmes under credit-based semester system, namely, BA and BCom. The College, being affiliated to Mangalore University, follows the syllabus prescribed by the University.

The Specific OUTCOMES of Humanities Course (BA) are:

- To make the program more flexible for higher education and research.
- To empower the students for better placement especially for IAS, KPSC, UPSC
- To provide competent and eligible competent candidates and guide them for better employability.
- To support the students to obtain proficiency in

Economics, History, Political science, subjects and Kannada , Hindi and English languages.

The PROGRAMME SPECIFIC OUTCOMES of Commerce Course (B.Com) are:

- The Course Outcomes mainly on enhancing the employability skills of the commerce students.
- The course also meets the requirement of the young and enterprising Indians to nurture their dreams of entrepreneurship.
- To acquire competence in the areas of Accounts, Taxation, Finance, Banking, Costing, Marketing, Law, Mathematics and Statistics etc.
- To develop business and communication skills.
- To enhance Knowledge in Commerce and Business Management.
- To develop the human aspect of every student pursuing it and encourages them to contribute into nation building through their intellectual and social capital.

The institution has brought some amount of flexibility by enriching the curriculum with an additional course of skill development. The College offers 06 certificate courses, and the computer centre of the College, established in collaboration with Keonics Yuva. Com, offers 03 diploma and 06 certificate courses. The curriculum for these diploma, certificate, and add-on courses are designed, updated, and revised by the respective departments in the College, subject to the approval of the College Council.

The college has clearly stated its expected program outcomes. The students and staff are aware of the learning outcomes through multiple ways such as-

- Vision and Mission Statement of the college indicating the learning outcomes. They are displayed at crucial points, published in the prospectus and calendar, college magazine, college website, etc.
- Expected program outcomes are made known to the students in orientation programmes, student council meetings, and meetings of the clubs and associations.
- Expected program outcomes are discussed in the staff meetings and meetings with the Management.
- Actual result and learning outcomes are discussed and disseminated keeping in view the expected ones.

The progress of the students is measured by their performance in the internal assessments, performance in the classroom, seminars, assignments, and participation in debates and discussions. Their performance in such activities is recorded and communicated to the students, concerned teachers, and heads of the departments. They are also communicated to the management and parents. Efforts are made for improvement.

Learning Outcomes

In order to facilitate the intended learning outcomes, the teaching-learning and assessment strategies are structured in following ways-

- Introduction of certificate courses in addition to the regular degree courses.
- Skill development programmes with special emphasis on employability skills.
- Strengthening learning resources by adding books to the Central Library and Department Library, and by subscribing to national/international journals, INFLIBNET/ N-List, etc.
- Appointment of qualified, energetic, and enthusiastic teaching staff.
- Use of ICT in the teaching-learning process.
- Continuous evaluation of students.
- Obtaining feedback from stakeholders regarding institutional performance and suggestions for improvement.
- Remedial coaching and remedial examination.
- Adopting student-centred programmes such as field visits, industry visit, survey, project work, assignments, debates and discussions, student seminars, etc.
- Wide range of co-curricular and extra-curricular activities and weightage given to it, while evaluation and awarding university marks.
- Numerous clubs/associations/forums for students to carry out multiple
- Sufficient /reasonable infrastructural facilities.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	http://sharadacollegebasrur.com/course-outcomes/

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

118

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	http://sharadacollegebasrur.com/wp-content/uploads/2022/03/Annual-Report-2020-21.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<http://sharadacollegebasrur.com/wp-content/uploads/2022/02/Student-Satisfaction-Survey-2020-21.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

00

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

00

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

06

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards**3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year****3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year**

03

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year**3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year**

04

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

EXTENSION ACTIVITIES : NCC NSS RED CROSS & ROVERS & RANGERS

NCC UNIT

The National Cadet Corps (Army Division) under the 21 Karnataka Battalion Udupi has been imparted training 52 cadets including 25 women cadets in the reporting year. SUO Mr. Sachetha S M III B.COM A, JUO Mr. Prashanth III B.Com B are the student leaders of the NCC Unit.

Along with discipline, leadership skills, personality

development, community service, the students have also been trained in Yoga, drill, handling of weapons, shooting, map reading. The cadets are also encouraged in community service work.

Cadets' participation and achievements in the reporting year:

1. 30 cadets participated in World Environment Day celebrated from their home, In this regard , a program on Planting of trees was held on 5th June 2020.
1. 40 Cadets participated in International Yoga Day celebration held on June 21st June 2020 from home.
1. 35 cadets participated in virtual "Say No to Drugs" an anti-drug awareness campaign held on 27th June 2020.
1. 37 cadets participated in the "Be Vocal about Local" online awareness campaign held on 1st August 2020.
1. 48 cadets participated in the "Fit India Campaign" form home held in the month of August and September 2020.
1. 31 cadets participated in an online Webinar on "National Education Policy" held on 16th September 2020.
1. 26 cadets participated in "Safety at Home" an awareness road show held on 2nd October 2020 in the streets of Basrur .
1. SUO Sachetha S.M III B.Com A has attended Pre-Republic Day Camp, held on 23rd November 2020 at Bengaluru.
1. "Constitution day" was observed in the college and 32 cadets participated in the online webinar and took pledge held in the college on 26th November 2020.

1. World Aids Day, Cancer Awareness Day, Anti-Tobacco Day, and International Day against Drug abuse and Illicit Trafficking observed in the college on 1st December 2020. 40 cadets participated in the Road show in Basrur.
1. 30 cadets participated in "Save Girl Child Jatha" organized on 10th December 2020 in Basrur .
1. 20 Cadets participated in the "Swatch Bharath Abhiyan" campaign organized in the college on 10th December 2020.
1. 18 Cadets participated in the Awareness Campaign on Covid-19 Pandemic , held at Basrur Bus stand on 11th December 2020 and distributed face masks and hand sanitizer to Auto Drivers .
1. 18 Cadets visited an old age home at Kundapura and distributed fruits on 12th December 2020.
1. 18 Cadets visited "Primary Health Center Basrur" and distributed fruits to Corona warriors on 12th December 2020.
1. 20 Cadets have attended the Annual Training Camp held on 4th January 2021 held in our college .
1. In the month of February 2021, 12 and 07 cadets appeared for the 'B' and 'C' certificate examinations respectively.
1. 40 cadets participated in the campaign "My Earth my Duty" at Home held on 5th June 2021.
1. 48 Cadets participated in Yoga from Home on the occasion of International Yoga day celebrated on June 21st 2021.

ROVERS AND RANGERS UNIT

This unit was started in our college in the academic year 2019-20. The two units Sri Sharada Rover and Sri Sharada Ranger, consisting of 33 students with 8 Rovers and 24 Rangers. Sri Santhosha , Dept .of Commerce and Smt. Mamatha , Dept of Kannada are the Rover and Ranger officers. Mr. Vikilesh IB.com B is Senior Rover mate and Miss. Zeba II B.com A is Senior Ranger mate. Every Saturday forum classes are held as per college schedule along with various activities for the betterment of the students.

CAMPS AND PROGRAMMES FOR THE YEAR 2020-21

- Mask distributed to Sri Nithin Amin, Organizer, Bharath Scouts and Guides Unit, Udupi District by Our unit Students On 24th December 2020.
- In Collaboration with Women's forum of our College, the Rover and Rangers Unit celebrated 'Women day' on 8th March 2021.
- On 8th March 2021, a Skit on save girl child concept has been staged by our students and aother cultural events also performed by our unit members .
- Our Rangers have volunteered for one day National Seminar held at our college on 12/3/2021.
- Rovers and Rangers has participated in "Covid-19 Awareness Jatha organized on 23rd March 2021.
- Rangers has participated in SMS Activity against Covid-19 on 19-3-2021
- Ms.Aishwarya II B.com A, Ms. Bhoomika II B.com A and Ms. Reshma Nayak II B.com A and Ms. Amitha II B.Com A , have served as volunteers in SSLC annual Examinations held during COVID -19 Pandemic days from 19th July 2021 to 22nd July 2021.

In addition to these activities, the unit has actively participated in Independence Day, Republic Day Celebration, Gandhi Jayanti celebrations held in our college.

National Service Scheme (NSS) Report:

The NSS unit of our college is consisted of 101 volunteers in the reporting year. Sri Raghavendra Shetty S Dept. of commerce and Smt. Dreema D'souza Dept. of Commerce are the NSS officer and Assistant NSS officer, respectively. Ankith II B.A , Ramesh II B.Com A and Thanuja II B.Com A, Shruthi II B.Com A are NSS leaders.

Students' activities from NSS unit during the reporting year:

- NSS wing conducted online quiz competitions for students of our college, 277 students actively participated.
- 101 NSS volunteers have participated in the Extension Activities, Covid-19 awareness programme, cleaning and Education Campaign conducted in the adopted village Balkur throughout the year.
- 93 NSS volunteers have participated in the "Covid-19 Awareness Rally" in Basrur town, held in collaboration with Grama Panchayath Basrur And Balkur on 18th March 2020.
- 77 NSS volunteers participated in the celebration of 'World Environment Day' at their home during the occasion of Tree Plantation Pakhwada held on 5th June 2020.
- 53 NSS volunteers have participated in 'International Yoga day' celebrated on 21st June 2020, by practicing Yoga at their home.
- 65 NSS volunteers participated in "Fit India Campaign" at their home held in the month of August and September 2020.
- 61 NSS volunteers participated in online Webinar on "National Education Policy" held on 16th September 2020.
- 67 NSS volunteers have practiced Yoga from their home on the occasion of International Yoga day celebrated on June 21, 2021.
- 89 NSS volunteers participated in the campaign "My Earth my Duty" at from home held on 5th June 2021.

RED CROSS UNIT

Sri. Chandra, (Department of Kannada) is the Coordinator of this unit. It has 60 Students in the current year youth

Red cross activities.

60 Students of this unit had participated in Covid-19 awareness rally in our college on 22nd March 2021.

Covid-19 Campaign for First Dose was organized in our college on 28th and 29th June 2021. 387

Students and 19 Staff attend the Campaign.

Covid-19 Campaign for (Second Dose) was organized in our college on 22nd September 2021. 387 Students and 19 Staff attended the Campaign.

Primary Health Centre Basrur organized Covid-19 awareness Program. A Quiz Competition conducted in this regard at Niveditha High school Basrur. Miss. Nayanashree II B.A. has won second prize in this competition.

CAREER COUNSELLING CELL: Sri. Vishwanath Acharya is the coordinator of this cell. The cell has organized program collaborating with RUDSET Brahmvar on 16th February 2021. Smt. Veena was the resource person in the program. The cell has organized a one day coaching for competitive examination on 9th January 2021. This coaching /training was organized with the collaboration with Naren Academy, Brahmavara . Mr. Chandrakanth V was imparted this training and explained the students regarding opportunities of jobs in the Government department and how to prepare for these civil service examinations.

HUMANITIES ASSOCIATION: This association functions under the guidance of Sri Nagaraj Shetty, Dept. of Economics. This ssociation organized a Career Opportunities Program on 19th February 2020 . Dr. Hema. S Kodad , Assistant Professor and HOD , PG Department of Social Work , GFG College , Barkur was the resource person.

SWEEP COMMITTEE : Sri. Vishwanath Acharya is the coordinator of this cell. The committee has organized a guest lecture on the topic " Value of Voting Rights " on 25th January 2021. Mr. Raghavendra Kini , Lecturer , Govt. PU College Bidkalkatte was the resource person. The committee has also celebrated Voter's Day on 25th January 2021.

HUMAN RIGHTS CELL: Sri. Vishwanath Acharya is coordinator of this cell. The committee organized a guest lecture on the topic "Relevance of Gandhi's views". Dr. Dinesh Hedge Ex- Principal of our college was the resource person. The committee organized a guest lecture on "Intellectual property Rights" . Dr. Prakash Kanive, Ex- Principal Vaikunta Baliga College of Law, was the

resource person .

SWAMI VIVEKANANDA STUDY CENTRE : Swami Vivekananda study centre has been functioning under the guidance of Sri Raghavendra Shetty, HOD , Dept of history. "National Youth Day "was organized in the college on 20th January 2021. Mr. Sridhar P.S was the chief guest of the function.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

00

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	No File Uploaded

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

35

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

215

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

00

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	No File Uploaded
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

00

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES**4.1 - Physical Facilities**

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The college has provided adequate physical and updated academic facilities as per the requirement of university and the need of the students. The campus is spread over 7.68 acres of land which facilities excellent infrastructure for teaching learning process, career progression and higher education. There are total 07 departments and 16 spacious class-room with proper infrastructure in the college. All departments have proper light and ventilation with cushion benches. The campus building accommodates the chambers of Correspondent Office(01), Principal Office(01), Administrative Office (01), Seminar hall(02), Class rooms(16), Language Lab(01), Museum(01), Staff rooms(07), Library(01), Audio-visual room(01), Computer section(01), Vivekananda Study Circle(01), Girls waiting room(2), Auditorium with indoor stage(1) , open air stage(01), indoor(Shuttlecocks) and outdoor Stadium(Play ground)(01), Games room(01), Washrooms, Gents Toilets Black(01), NSS room(01), NCC Room(01), IQAC Room(01), Rovers & Rangers Room(01), Stores rooms(02), Canteen (01), Boiler(01), bikes/Cycle shed(01). Wi-Fi facility is made available for the students and staff in the Campus. RO filtered water facility is made available for teaching, non-teaching and students. For security and safety college has fixed up CCTV camera. Commerce and Language departments have laboratory facility as learning resources. Inside the college's campus are two open well, and a

herbal garden.

College has well furnished library with 31,183* valuable books like text books. Reference books, manuscripts and special reports, other facilities such as e-books, e-journals, and also having separate library website for providing online services. There are various sections in library viz. New arrival section, periodicals, circulation, Photocopying, book bank , referral services, are rendered to faculty and students. The College has "Shuchi Ruchi" Canteen that fulfil the needs of students and the staff . It offer fresh and good quality hygienic food items at affordable cost. The College has a Outdoor stadium measuring 415.20Sq.mt.(Field size 105 X70 Mts) with Pavilion & 100,200, &400 Mts Athletic track. Also has Indoor sports training facility with wooden flooring (30 X18X12.5 Mtr.) measuring 670.37 Sq.Mts. There is a separate gymkhana building (Games room) with all amenities and gym equipment.

Class Room-The college has sufficient number (16) of ventilated , spacious class rooms for conducting theory classes. The class Rooms are equipped to meet the conventional teaching tools and furnished comfortably to meet the student requirement.

Language Lab and Commerce Lab- The College has an exclusive English communication skills lab where the students practice and test their communication skills. Language Lab use Orell digital Language Lab software. The commerce lab provides practical orientation to students by linking the subject syllabi with practical training in the lab.

Computing equipment- All department has one ICT enabled class room(Seminar Hall) with LCD projector to integrating technology in teaching with class room practice. For the better visualisation of the subject topics, the faculty is encouraged to use the ICT facilities. The students are also supported by the faculty to present their seminar topics using the ICT facilities.

Auditorium-The auditorium has a seating capacity of 300 , which is used to oragnize workshops, seminar and conference with sophisticated ICT equipment.

Rest Room- There are two Girls Rest room (Waiting room) in the college to help in the event of illness. There is ample space and equipment to lie down and relax.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

Sports/Games: Various sports facilities are provided to the students within the campus focusing sports as one of the extracurricular activities. the college is committed to create balance atmosphere of academic , cultural and sports activities for the overall personality development of the students.

Various sports competition such as Interdepartmental, intercollegiate, interuniversity, etc help in developing team spirit in students. Their interpersonal relationship is enhanced in a very healthy manner. Students are awarded medals, trophies and certificates to motivate them.

Outdoor Games: The College caters the needs of all major outdoor sports events with standard court and track activities. UGC XII Plan the outdoor stadium has a field size not less than 105X 70mtr. The total build-up area of the is about 415.20(pavillion and 200 mtrs Athletic running track).

In addition to these students are encouraged to take events like Javelin -throw, Discuss-throw, Shot-put, Hammer throw, pole vault b providing them with necessary sports equipment.

Indoor Games- A well furnished indoor stadium with Wooden flooring (tongue and Groove system)with a size not less than 30X18X 12.5 Mtrs(Building) covering an area of about 679.37 Sq.mts with field of 44 X20 sq.ft. it is utilised to play Shuttle cock, multi -gym facility, a wooden badminton court, a table tennis Board. It also has a wrestling room, chess and caroms room, etc, are provided to students in the college campus.

Gymnasium: A well furnished gymnasium room is available in the college with Medicine Balls, meinam Weight Bench, Weight Training/Lifting Set, Weight Lifting Bar, Three dumbbell Set of 1to 10 Kgs, Station Multigym Weight, Weight Plates and Parallel Bar wall.

Yoga-The College has a Yoga centre to revive the ancient tradition and culture to provide a healthy practice along with academics. This leads to an increased performance of the students in all respect. The College also provides certificate course in Yoga.

Yakshagan Adyana Kendra:Sri Sharada Yakshagana Adhyayana Kendra was established in the year 1976. It gave training to the students on folk art Yakshagana. It also conduct Yakshagana Certificate course. During the college day occasion student artists will perform Yakshagana Prasanga.

Museum- The college Museum is developed to create awareness among students to protect awareness among students to protect the heritage and antiques and outdoor archaeological museum is developed in the college campus to protect archaeological inscription belong to basrur.

Cultural activities: The College also encourages students to participate in various cultural and literary activities and make the students excel in their fields of interest. The college conducts Various cultural activities like Annual day, Talents day, in which students exhibit their talents. The students' participation in cultural activities develop aesthetic sensibility and an appreciation for the art.

Description of facilities for sports, games, cultural activities.

Types of Facility

Area/Size

Year of establishment

User rate

Indoor Games

Chess

18 X 30 Mts.

12.50 Height

(Building)

2003

80%

Daily

Shuttle cock

2003, 2018(UGC XII Plan)

80%

Daily

Wrestling

2003

80%

Daily

Carrom

2003

80%

Daily

Outdoor Games

Volley Ball

2 Court

1974

90%

Daily

Kabaddi

1 Court

1974

80%

Daily

Throw Ball

1 Court

1974

80%

Daily

Track for athletic

200Mts Running Track

1974(2018 UGC XII Plan)

80%

Daily

Gymnasium(Boys/Girl's/ Faculties)

25 X60 Ft.

2003(UGC)

80%

Daily

Yoga Centre

Auditorium &

Open air stage

90 X24 Sq.ft

80%

Daily

Cultural activities

42 X22 Sq.ft

1976

80%

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

02

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

05

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)**0.88**

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

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

Name of the ILMS software: EASYLIB Software, Online Public Access(OPAC)

Nature of automation (fully or partially) : Fully

Version:4.3.4

Year of automation: 2012

The Library main building of the College was established in 1973 , since then library has made consistent progress in terms of the books, journals, periodicals, e-resources and services. The college library has furnished room of 100 X30 sq.ft area. Recently the library building was extended under UGC plan XII(2016-17). A separate reading Library is fully automated with all its subsystem like LAN connectivity and WiFi . Library Management Software system is incorporated with latest technologies that enables Library to serve its users more efficiently. It provides open access facilities which helps easy access and use of the library as learning knowledge centre which have fully automated Library will be kept open from 9-00 AM to 5;30 PM on all working days except on Saturday. The college library is open for students for reference and borrowing during all working days except Sundays and Holidays. On Saturday from 9.00 AM to 1.30 PM. The Library include Reference Section and Periodical section is situated in the first floor of the Library Building. And Text book section in

the ground floor of the library building. The library is partially computerised in respect of Book Bank facility, purchase of book, catalogue and stock verification. Subscription to the library automation software Easylib and books are issued/ returned on bar -coded borrower's cards. Online Public Catalogue (OPAC) facility is available at the circulation at the entrance of the library. The Library has a wide collection of books, journals, e-resource, Audio-video materials, Newspapers, e-resources, previous year question papers etc.

Computers with broadband internet connection and reprographic facility is available to the users in the library. A high end Konica & Canon -Xerox machine is available in library which has the facilities like coping, Scanning, and printing.

The library committee consists of the Principal as Chairperson aided by a Convenor , senior faculty and the Librarian as Secretary of the committee. The Committee also has representatives from each department for one academic term or more. The Library committee works on rotational basis of faculty involvement. The faculty members of the committee play an important role in coordinating the Library Orientation for the new entrants. The Library committee meets at intervals for selection of books and other Library material. They also suggest ways and means to improve the services.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

1.02739

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

200

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The college has established mechanism for upgrading and deploying Information technology infrastructure. The college first assess the needs , number of students and staff and other end users. The provision is made in the budget for annual maintenance and technical staff is appointed for maintaining

hardware and Information Technology infrastructure of the campus. Institution frequently updates its It facilities through various systems. LCD projectors to enables teachers and students to switch over to It supported teaching-learning methods. These It supported facilities are regularly updated.

The college office uses LAN facility and software for admission of students and fee collection. The administration office section use Robo Vidya software and Office accounts software to get students' results and to maintain all other confidential matters. These it facilities are regularly updated. The college has 54 (45 Now) Computers, 05 Laptop, 04 LCD projectors with access to internet that are updated with latest versions of essential software. The computers are connected with WiFi facilities. As per the requirement of the maintenance of the above IT equipments, college has Audio-visual committee which uses their skill to update and repair the equipments. However, for major disorder and damage , computer technicians and service providers are hired for the up keeping and replacement. The step like installation of anti-virus periodically, formatting of computers on the basis of corrupt operating system and replacing of hardware of old computers to new computers are taken for maintaining and utilizing computers.

Details of IT Infrastructures.

S.No

Particulars

Quantity

1.

Computer

45

2.

Lap-top

03

3.

LCD Projectors

04

4.

Bar-code Scanners

01

5.

Bar-code Printer

01

6.

Color printer

01

7.

Home theatre

01

8.

UPS

02

9.

Printers

05

10.

Printers with Scanners

02

11

Digital camera

01

12.

T.V Apple

03

13.

CCTV

16

14.

Bio-metric Machine

01

15.

Scanner

03

16.

Battery back-up system

04

17.

Type-writer

06

18.

Cycle

01

19.

BPL TV

01

20.

10 KV, 20 KV Generator

02

21.

Sever

02

22.

Western Digital hard disc

03

23.

Battery (6 hr Back up)

01

24.

Exide battery IT 500

20

25.

HDMI change over system

01

26.

Sony voice recorder

01

27.

Reliance phone

01

28.

LCD Projector

04

29.

OHP

01

30.

Inverter(850 VA)

01

31.

800 VA Offline UPS

02

32.

Alpha 2.0 VA Offline UPS

02

33.

2.0 KVA Online UPS

02

34.

3.0 KVA Online UPS

02

35.

Puri-guard

02

36.

Aqua-guard

07

37.

Xerox Machine

03

38.

Smart Board

01

39.

Speaker

08

40.

LAN Networking

04

41.

Robo Vidya software Office Administration.

01

42.

Easylib Software

01

43.

Office Accounts Software-Two Concurrent users.

01

44.

Orell Digital language lab Software, Extra 06 Consoles special edition.

01

45.

Windows8 professional for AE software for 10 units.

01

46.

OFF prof.Plus 2013 SNGL

01

47.

OLP NL ACDMC 2PROC

01

48.

OLP NL ACDMC

01

49.

WINSVRSTD 2012 R2

01

50.

WINSVRCAL 2012 SNGL

01

51.

OLP NL.ACDMC DVC CAL

01

52.

Device X990

01

53.

E-Attendance Bio-metric software

01

54

Bell timer with software

01

55.

Currency authentication and counting machine

01

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Number of Computers**54**

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution**A. ? 50MBPS**

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure**4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)****4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)****0.88**

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The college takes direct initiative in the maintenance of upkeep of infrastructure and support facilities. The

management, Financial Administrator and Office superintendent monitor the quality of maintenance of infrastructure and equipments. The custodian of the equipment frequently examine them for timely maintenance and repairs to ensure performance and accuracy. At college level, there are different committee to monitor the smooth functioning of the college.

Policy for Physical, Academic and Support facilities:

The college has enough space to accommodate all the requirements. There are enough classrooms , spacious library, administrative office and other basic facilities as per the university affiliation. Internal cleaning of the college of the college building is equally distributed among all the support staff. Both urinals and toilets are also regularly cleaned with proper hygiene. The college has its own canteen and offered on annual contract basis which provides good quality food items at affordable rates and Canteen committee regularly review its rate and gives specific instructions about the hygiene and quality of the food.

Maintenance and utilisation of Library:

The college library has a advisory committee appointed by the principal to monitor the smooth and effective functioning of all the services provided. It also shoulders various responsibilities like finalising the annual budget, purchase of the reference book, purchase of text books and some other important books, journals(24) and periodicals/Magazines(61), etc. Library is substantially computerised , bar code system, is adopted . It also use the system of catalogue(OPAC). The committee takes decision about the library fees, book collection late fees, deposits, etc. The library provides open access for all users. Its provides book bank facility. Library make available Ten newspaper in kannada and English. Library provides facility to outdoor readers who include retired staff, alumni and other readers. Stock verification is done as per the guidelines of the norms. Librarian seeks recommendation from the Department to purchase necessary books. The Library is using EASYLIB software for automation of library and provides Wi-Fi facility to staff.

Maintenance and utilisation of computers:

There are 45 (old 54) Computers and 5 Laptops in the college, out of which 07 are for student's purpose and remaining are for

academic purposes. Maintenance of computer is done regularly as per requirement and major work is done during vacation. He look after the maintenance job, such as updating of operating system, antivirus, software , hardware and technical problems etc. In case of physical damage we call expert from related agencies. Power back up is provided to the computer system to use them optimally.

Extra-Curricular Activities.

There is spacious Auditorium with indoor stage and open air stage for cultural and other activities. Hall is well equipped with the audio-visual system and maintained regularly. There are various musical instruments for practicing cultural activities. The Institution has a provision of Budget allocation for various activities. We take care that maintenance like repair of furniture, electrical work and equipment is get to be done from respective agencies at proper rates.

Class Rooms & Departments Library-

The class room are well maintained. At the begging of each semester the readiness of the class room and rest room are checked by the facility management team. Regular inspection, maintenance of the furniture's and class room equipment is done o a regular basis. All the departments maintain department libraries with proper stock and issue register. The browsing centre with seven computers in the student service centre is accessible to students at any time in the college library.

Sports facilities maintenance-

All Sports amenities are under in-charge of the Director of the Physical Education. A stock register and an issue register are maintained to ensure the proper handling of the sports items. Stock verification of the sports items is conducted at the end of academic year. Regular maintenance of the play area is conducted under the supervision of Physical education director and faculty sports coordinator. Time is allotted to students for using indoor and gymnasium. The maintenance of the court is done regularly. Common facilities like Ground and multipurpose indoor sports facilities are provided to the locales on prior request.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://sharadacollegebasrur.com/about-us/college-library-and-learning-systme/

STUDENT SUPPORT AND PROGRESSION**5.1 - Student Support****5.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year****5.1.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year**

240

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefitted by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year**5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year**

27

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to institutional website	http://sharadacollegebasrur.com/wp-content/uploads/2022/03/Extension-and-Skill-Development-activities-2020-21.pdf
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

124

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

124

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	A. All of the above
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File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

00

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

22

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

00

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded

5.3 - Student Participation and Activities

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

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

00

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	No File Uploaded

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Our Students performed well in academics, sports, cultural and other activities and secured various prizes and awards in elocution ,essay writing and music competitions. It is proud on part to announce that Miss. Meghana of Second year B.Com A was secured State Level Award on essay writing on COVID 19 pandemic.

Students' Council Inauguration - Inaugurator: Dr. N P Narayana Shetty, Principal, Bhandarkars Arts and Science college Kundapura. (5th March 2021)

The institution is known for its distinctiveness due to some best and innovative practices introduced from the beginning of its inception. Important among them are-

- Establishing and maintaining a historical and cultural Museum- There are both Indoor and Outdoor wings in the Museum
- Developing and maintaining a Herbal Garden with the objective of creating awareness of the therapeutic value of herbal medicines
- Provision for free mid day meal for the needy students with special focus on the women and socially marginalized students
- Effective mentoring system with each class being assigned to 2-3 teachers handling the respective classes
- Around 30 committees, clubs and associations for co-curricular and extra-curricular activities
- Establishing Entrepreneurship Development Cell, Career Development Cell and Placement Cell
- Special coaching camps for the students of neighbouring schools and colleges
- Research Methodology workshops, Faculty development Programmes and ICT coaching for the teachers
- Free computer classes and remedial classes for the students
- Village adoption and wide range extension programmes in the adopted village etc.

- **Excellent Academic Results.**
- Many certificate and diploma courses.
- Smart class rooms and AV Rooms.
- New indoor and outdoor stadiums with Multi-Jim Facility.
- Swami Vivekananda Human Resource Development Centre.
- Language Lab for the improvement of communication skill .
- Commerce lab to improve practical knowledge in commerce, business and accounting practices.
- Google classrooms developed by the faculty to acquire technology based curriculum.
- Entrepreneurship Development Centre with proposed incubation centre for new start ups.
- Indoor and outdoor museums with protected archaeological inscriptions.
- Pioneers in Sports and games like volley ball, chess, kabbadi etc.
- National level medal winners in chess and wrestling.
- Coaching classes for volley ball, chess, kabbadi.
- Spiritual retreat camps.
- Library, Departmental Library, Library for Research activities and book banks.
- Best maintained Canteen and free meal to deserved students.
- Spacious and well furnished ladies rest rooms.
- Folk based herbal garden, water harvesting unit, waste water management in the campus.
- Sri Sharada Yakshagana Adhyana Kendra, A regional study centre for imparting training to students in yakshagana folk art and to undertake research on this art.
- Career counselling cell and placements drives.
- NCC, NSS, RED CROSS, Music Yoga, Embroidery, sports, Rovers and Rangers and yakshagana Credits.

File Description	Documents
Paste link for additional information	http://sharadacollegebasrur.com/student-council/
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year**16**

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	No File Uploaded

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The old students Association was formed as early as 1990 when the enthusiastic old students of the College came forward to form a body to maintain their relation with their alma mater Prof. S. Shivarama Shetty, Siriyaura Muddanna Shetty, B.S Pratapchandra Shetty, Sri Ganapayya Shetty, Sri Radhakrishna Shetty, Dr. M. Dinesh Hegde, Sri Yogish Acharya, Anupama Hegde, Ramkishan Hegde, Dr. Chandravathi Shetty have played a significant role in forming the association.

The association had been doing good work in serving as a link between the college and the public in academic and other allied matters. The association used to meet regularly since then, and render all possible work in the development activities of the College.

It is commands to note that a good number of the members of the teaching staff in various departments of the College are old students and members of the association. We try to maintain contact with all the old students of the College, who can contribute to the welfare of the institution.

Contributions:-

Mid day meal Donation

College Entrance Arch

College Front Gate

Conduct Kalarava & Nenapu Cultural Function.

Staff Co-ordinator : Dr. Rakshith Kumar Shetty

President : Sri Rakesh G. Kelamane.

Vice-President I : Smt Kalpana Bhaskar

Vice-President II : Sri Jagadish Puranik

Joint Secretary I : Sri Liyakath Bette

Joint Secretary II : Sri Praveen Kumar Shetty

Treasurer : Smt Akshatha Pai B.

Details of Mid-day Meal contribution by Alumni for the Year 2020-21

1. K.Radhakrishna Shetty- 25,000-00
2. Dr.Chandravathi Shetty- 25,000-00
3. Dr. Sridar Uppoora - 30000-00
4. Sri H Jagadeesh - 20000-00
5. Sri Nagaraj K N - 3000-00
6. Sri K Ramananda Hegde-25000-00
7. Smt. Sowmyashree Basrur-5000-00
8. Sri Rakesh G kelamane- 5000-00
9. Smt. Anupama Shetty- 10000-00

Total - 148000-00

File Description	Documents
Paste link for additional information	http://sharadacollegebasrur.com/alumni-association/
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)	D. 1 Lakhs - 3Lakhs
File Description	Documents
Upload any additional information	View File
GOVERNANCE, LEADERSHIP AND MANAGEMENT	
6.1 - Institutional Vision and Leadership	
6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution	
<p>Vision:</p> <p>"TOWARDS MOULDING THE RURAL YOUTH FOR MODERN CHALLENGES"</p> <p>A student of Sri Sharada College will be an individual endowed with the spirit of enquiry, eager to acquire knowledge and skills, competent to be employed in his field, possessing qualities of leadership, responsible to family, society and nation, capable of appreciating aesthetics and understanding our cultural heritage and rational as well as humane in attitude.</p> <p>Mission :</p> <ul style="list-style-type: none"> - Higher Education - Value Based Education - Empowerment of Women and Marginal Groups - Social and Civic Responsibility - Skill Development <p>Sri Sharada College strives to provide student with quality education using innovative and humane methods of teaching and learning, to develop in them competence for employment as well as entrepreneurship, to promote their power of thinking and creative ability, to organize activities that will contribute to the understanding of their responsibilities to the family, the society and the nation and to promote national integration through cordial relationship between and among stake holders.</p>	

The College caters to the basic needs of the society in terms of developing a vibrant younger generation with right attitude, strong skills and versatile knowledge. The methodology adopted for achieving the Mission is by way of joyful learning such as innovative and blended learning. In the process of learning the students are facilitated to attain life skills.

The institution translates its vision statement through the following criteria:

? Quality education to students through effective class room teaching blended with ICT, Add-on and inter-disciplinary courses leading to competency building.

? Orientation programme for the students and faculty.

? Familiarising Vision and Mission statement among stakeholders through display board, college prospectus, college calendar, meetings, discussions and deliberations.

? Monitoring and evaluating the implementation of Vision & Mission.

? Enhancing employability of students.

? Community participation, extension activities, development of eco friendly practices.

? Giving scope and respecting stake holders in decision making.

? All possible assistance to needy students.

? Societal development through extension activities of NCC, NSS, Rangers, Youth Red Cross and other student bodies.

? Continuous self-renewal by keeping pace with local and global changes in teaching and learning.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as

decentralization and participative management.

The institution has decentralised internal organizational structure and decision-making system. Governing Council- It is the highest administrative body, which meets regularly to take important decisions related to admission, recruitment, budgetary allocation, development of infrastructure and fixing fee structure.

College (Staff) Council- The College Staff Council with the Principal meets as and when there is a need to discuss academic matters.

Internal Quality Assurance Cell - The IQAC includes the Principal, coordinator, representative members from the management, alumni, and teaching and administrative staff members, who advise the management and the Principal on quality enhancement activities and the decisions taken by management are based on them.

Planning Board - It takes operational decisions and approves operational plans regarding the implementation of plans designed by the management.

Advisory committee - It is constituted for the specific purpose of advising the Principal regarding the decisions to be made on various issues.

Different staff committees - Different staff committees look in to various aspects of teaching-learning and organizing activities for the students.

The college promotes a culture of participative management in the following ways -

- The Principal is the ex-officio secretary of the College Trust and the Governing Council.
- The Governing Council consists of two representatives from the faculty. • The College Council comprises members of the teaching and administrative staff.
- The Student welfare council- student representatives.
- Men and Women are represented in all clubs/committees and associations.

- IQAC has representatives of the management, teaching and administrative staff and alumni.
- The Planning Board comprises of the Principal, teaching and administrative staff. • Faculty meetings.
- Inter-departmental programmes The success of the college administration lies in the effective delegation of responsibilities.

The administrative activities are decentralized by forming different committees comprising of teaching and non- teaching staff members. They are delegated proper authority to assume the responsibility of imparting quality education. The head of the institution is a member of the college Governing Council and he is the ex-officio secretary of the College Trust. Various activities of the college are designed and implemented through the complete involvement of the management and staff council. Two senior staff members of the college are nominated in rotation as members of the Governing Council.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Quality improvement strategies adopted by the institution for each of the following Strategy Type Details Admission of Students

1. Application in the prescribed form with the Student's passport size photo and complete in all respects should be submitted to the Principal within 10 days of the publication of the result. Photo copy of II PUC Marks Card should be enclosed with the application.

2. Applications received will be decided on their merits and as per reservation. The applicants called for the interview should be accompanied by their Parents/Guardians and bring with them the following certificates, in original, without fail A. II PUC Marks Card. B. Transfer Certificate. C. Conduct Certificate

from the Head of the Institution last attended. D. Stamp/Passport size photos - 5 E. Income Certificate (if the Family income is less than ₹44,500/- per annum (valid for 5 years) and Caste Certificate (if belongs to the SC/ST/Group-I) Industry Interaction / Collaboration In collaboration with keonics.com, the college is providing computer education for students.

In collaboration with Indian Red Cross Unit, Kundapura, Blood Donation camps are conducted. Many cleaning programmes are undertaken in collaboration with adopted village Balkur Panchayath. Industrial visits are arranged for Commerce students. Career Training Programme was conducted in collaboration with Ascent Staffing Solutions Pvt. Ltd. Bangalore. Capital Market Awareness programme was conducted in collaboration with BSEIPF, Mumbai. Health and Hygiene Awareness programme was conducted in collaboration with Maatha Amruthanandamayi Foundation, Mangalore.

Personality empowerment programme for lady students was sponsored by FSL India, NGO. Human Resource Management There are regular management and staff interactions and meetings focussing on the institutional development.

The teacher representatives (2) are participating in each academic council meeting. The students' grievances are addressed through redressal cell. There are separate cells for the redressal of SC/ST and women students. The student council meetings are conducted regularly for addressing the genuine demands of the students and informing about various programmes conducted in the college. There is Swami Vivekananda HRD Unit which specially organizes moral and spiritual camps in the campus. Faculty are in-charge of cocurricular and extra-curricular activities. The financial support such as reasonable salary, provident fund, ESI and loan facilities from Staff CoOperative Society are given for the welfare of the staff members Library, ICT and Physical Infrastructure / Instrumentation The college library has INFLIBNET-NLIST facility. Library is automated with OPAC, EasyLib and other facilities. Library has internet facility for staff and students. Photocopy machine is also provided in the library. College has WiFi enabled campus, Smart Class, A/V room, seminar halls, computer lab, Language lab, Photocopier, LCD, Computers, Laptops for staff and students, etc. Google Classrooms are also utilized for the benefit of the students. College has cafeteria, ladies rest rooms, gents washrooms, indoor and

outdoor stadiums, seminar halls, 7 water purifiers with coolers, 2 power generators, computers, etc Research and Development College Research Committee motivates and monitors teachers and students in research work. Teachers are undertaking research work. College provides infrastructural facilities for research work. Every department has departmental library where books for research purpose are specially earmarked.

College is conducting workshops and seminars for teachers and students to inculcate research culture among them. Financial support was also given for student project and field works. Many teachers have engaged themselves in research and publication. The research works were published in journals and college magazines. College management supports all types of research activities in the college Examination and Evaluation Semester examinations are conducted as per university guidelines and patterns.

Internal assessment examinations are scheduled twice in a semester. Each examination is of One-hour duration. The question paper patterns are also as per semester examination guidelines and patterns. Internal Assessment marks are announced well in advance before the semester examinations. Aptitude tests are conducted for newly admitted students. Oral tests and Class tests are conducted after the completion of each unit in the syllabus. Remedial examinations are conducted for slow learners.

Some of the faculty members are serving in the University Board of Examination and the University Board of Studies Teaching and Learning Faculty members enhance the nature of the Teacher-Student relationships by actively being involved in counselling, mentoring and self-improvement initiatives. For this purpose, college adopts the techniques of student presentations, student seminars, workshops, assignments (group and individual), field work, mini-projects, etc. The process of teaching and learning takes place through, classroom teaching, teaching based on academic calendar and lesson plan, regular and continuous evaluation, unit tests, guest lectures, smart class, interactive sessions, project work, group discussions, field visit, surveys, self-study etc. Commerce Lab in the Commerce dept enhances the practical knowledge of the students in Commerce and Business. Google Classrooms are introduced to give technology-based platforms for the students. Curriculum Development Curriculum for B.A, B.Com courses are prescribed by

the University. Curriculum for Certificate Courses are developed by the college itself approved by the College Council. Faculty members have participated in University Level Workshops related to Curriculum Development.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The organogram is an administrative diagram of College describes the decentralized structure of administration. College administration is a cooperative effort of Principal, teaching, non-teaching staff and students with the cooperation and support of all stakeholders in pursuit of common objective. It is necessary that all aspects should be organized in order to attain the desired goals. The Principal looks after the Teaching Staff, Non-teaching Staff and students. Under the administration of Principal various Committees are formed which include IQAC, General Body, Advisory Committee, Development-cum-finance Committee, Committee for SC/ST, Magazine Committee, Library Committee, Internal Complaint Committee, Research Journal Committee, Sports Committee, Time- Table Committee etc.

Different Cells are well thought-out to look after students' and staffs' complaints. The cells functioning are controlled by the Principal. The different cells are Students' Grievance Redressal Cell, Staff & Teachers' Grievance Redressal Cell, Anti Ragging Cell, Sexual Harassment Cell, Gender Cell, Minority Cell, OBC Cell. Different societies are formed in order to maintain the discipline amongst the college students. They work under the observation of Principal. Another important characteristic of the Organogram is its stakeholders like the students, parents, guardians, alumnae, NGOs, Corporates and Media Houses.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	http://sharadacollegebasrur.com/trust-council/
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

FACULTY AND NON-TEACHING SUPPORTING FACILITIES

- Eligible faculty members are permitted to attend Refresher Courses and Orientation Courses.
- Teachers are encouraged to present their research paper in national/international conferences/seminars/workshops, etc.
- Teachers are encouraged and supported to take up research works with deputation of regular staff on FIP/FDP of UGC.
- Professionals are invited to deliver special lectures on current issues.
- Special coaching in job-skills whenever required.
- Organizing seminars and workshops for enriching the knowledge base of the teachers.
- Provision of ICT facilities.

- Seminars/workshops for administrative staff, who are encouraged to participate.
- Workshop/Training in research methodology.
- Appreciation letters are presented for their active role in the development of the organization.
- Governing Council gives opportunity to share his/her views and motivates staff in staff council meetings.
- The management encourages the staff to visit other institutions of excellence to learn and adopt best practices.

WELFARE SCHEMES FOR TEACHING AND NON-TEACHING STAFF

- The aided staff is covered under Group Insurance Scheme.
- The unaided teaching & non-teaching staff are covered by the PF & ESI schemes.
- The College has a Staff Co-operative Society. It is managed effectively so that the teachers and non-teaching staff may deposit money or avail loan, whenever required.
- 95 percent of the staff has benefitted from one or the other schemes mentioned above.
- Maternity leave and other forms of leave facility are available for all staff members.
- Fee concession for the sons or daughters of the staff studying in the College.
- College organizes health checkup camps.
- Proper arrangement of drinking water is available in the College campus. Purified water coolers are installed at 08 points.
- First aid is also available at the first aid centre.
- Medical Assistance for teaching & non-teaching staff during emergencies.

MEASURES TO RETAIN EXPERIENCED STAFF

Salary and other facilities are offered to retain the faculty-

- Healthy working conditions.
- Conducive work atmosphere and harmonious superior-subordinate relationship.
- ICT- based teaching facilities.
- Free access to internet, e- journals, e-books, and

communication facilities.

- Well- furnished classrooms.
- Reasonable salary.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

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

01

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

04

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

14

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

YES, The Performance Appraisal Reports (PBAs) provide good feedback to faculty and help them in understanding the changing needs of students. All faculty members fill prescribed Performa

for self-appraisal. PAS system encourages the faculty members to make excellent performance in teaching -learning and research. The institution has performance based appraisal system for the Assessment of teaching and non-teaching staff. The Appraisal report is based on the Annual performance of the employ on the basis of their academic, research and other extra-curricular activities. It is also based upon his/her relation with the students, colleagues and administration. The above set performance appraisal report is to be filled by employ in a given prescribed performa which includes all the above set related to points and sub points. The views of the employ filled in the prescribed performa is reviewed by HOD's, and principal. The overall report is further reviewed by the chairman of the governing body and final performance functioning status is setup and confidentially recorded in the office.

The performance of each employee is assessed annually after completion of each academic year. The objective is not only to objectively evaluate the performance as per established norms, but also to identify potential aspects for improvement that can eventually lead to further progress and growth of the employee.

The salient features of the performance appraisal system are as follows:

Teaching Staff:

1. The performance of each faculty member is assessed according to the Annual Self-Assessment for the Performance Based Appraisal System (PBAS).
2. Teaching, Learning and Evaluation related activities.
3. Co-Curricular, Extension and Professional Development related activities.
4. Research Publications and Academic Contributions.
5. The PBAS proforma filled by the Faculty Member is checked and verified by the Heads of the Departments, followed by the Principal and Chairman of the Governing council.

Further, at the end of each semester, feedback forms are issued to the students for each of the courses attended by them. The feedback forms in the form of questionnaire collect information about the teacher and different aspects pertaining to the teaching process. A team consisting of the Head of the Department and Senior Professor in the Department, goes through the feedback forms collected from the students and suggest

suitable measures to improve the teaching-learning process.

Non-Teaching Staff:

All non-teaching staff are also assessed through annual confidential reports and annual performance appraisal.

The various parameters for staff members are assessed under different categories i.e. Character and Habits, Departmental Abilities, Capacity to do hard work, Discipline, Reliability, Relations/Co-operation with superiors, subordinates, colleagues, students and public, Power of Drafting (where applicable), and technical abilities (in case of workshop staff).

The comprehensive Annual Confidential Report comprises of 10 parameters. Each one of them is graded on a seven-point scale, i.e., Excellent, Very Good, Good, Highly Satisfactory, Satisfactory, Average and Poor. The overall assessment is based on the cumulative grade given by the Principal.

On satisfactory performance, all employees are granted annual increment as per decision taken by the Governing Body of the college.

The Annual Confidential Report and the Performance Appraisal System has significantly helped in the evaluation of the performance of employees, in motivating them, analyzing their strengths and weaknesses and ensuring better performance.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The College has Separate committees for internal and external audit. We have our own audit mechanism where internal audit is an ongoing continuous process. The team of Internal Academic Audit includes Correspondent of the college, principal, IQAC

Coordinator and senior faculty. A member is selected from management staff . The external committee for Academic and Administrative Audit includes retired Principal from reputed college of our district, Educationists , Chartered Accountants (College Auditor) and Retired IQAC Coordinator. The College Auditors (Accounts) verify and certify the entire income and expenditure parts of the College each year. Qualified internal auditors have been permanently appointed and a team of staff under them do thorough check and verification in each financial year. External audit is also carried out on an elaborate way. Auditors deputed by the Government also visit the College every year to conduct the audit keeping in view the policies and orders issued by the Government from time to time. So far there have been no major objections raised by the auditor. Minor errors of omissions and commission when pointed out by the audit team are immediately corrected.

The College has a mechanism for internal and external audit. Internal Committee for academic and administrative audit consists of Correspondent of the college representing management of the college, Principal, IQAC co-ordinator, a senior staff and Superintendent representing administrative staff. We have our own audit mechanism where internal audit is an ongoing continuous process and internal committee for academic and administrative audit verify and assess the academic performance and result of the college. In addition to the internal auditing, the external auditors to verify and certify the entire activity of academic and finance related to the college. The external committee for academic and administrative audit includes renowned educationists, retired principals and professors in the field of commerce and arts, Ex-IQAC Co-ordinators and qualified chartered accountant. During financial year end, the accounting aspects of the college is verified and audited by qualified external auditors. Qualified internal auditors have been permanently appointed and a team of staff under them do thorough check and verification in each financial year.

External audit is also carried out on an elaborate way. Auditors deputed by the Government also visit the College every year to conduct the audit keeping in view the policies and orders issued by the Government from time to time

So far there have been no major objections raised by the

auditor. Minor errors of omissions and commission when pointed out by the audit team are immediately corrected.

COMMITTEE FOR ACADEMIC AND ADMINISTRATIVE AUDIT (AAA)

Internal Committee for AAA

Sri. B Appanna Hegde Treasurer, College Trust and Correspondent College Governing Council (Chairman)

Dr. Chandravathi Shetty Principal/ Ex-officio Secretary, College Trust.

Prof. Purushothama Balyaya IQAC Co-ordinator/ Governing Council Member.

Sri. Sandeep K NCC Officer/ IT Co-ordinator

Smt. B. Vijayalaxmi Administrative Staff/ IQAC Member.

External Committee for AAA

Prof. Karunakara Nayak Retired Principal, MSRS College, Shirva. (Chairman)

Sri Shantharama Nayak Chartered Accountant, Auditor of the College. Dr. M Dinesh Hegde Ex- Principal/ Ex- IQAC Co-ordinator.

Sri. Veeranna Shetty Educationist / Ex- HM.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

3.22

File Description	Documents
Annual statements of accounts	View File
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The College is poised to grow and make its mark in global scenario by providing requisite funds and optimal use of resources. Since it is Private Aided College, the main sources of funds are student fees and Grant in aid from State Government as per budgetary allocations. Deficit is managed by taking advance from the parent trust .However for meeting the upcoming requirements for research and teaching learning resources, the College also mobilizes its resources through:

1. Interest on corpus fund.

1. The Alumni, who also provide financial and non-financial support for various activities in the College.
2. Funds generated through use of the College IndoreStadium.
3. The College also mobilizes its resources from funds generated from Donors.

Funds received from State government are spent on payment of salary of permanent teaching and non-teaching staff of the College. Budget is prepared keeping in mind developmental criteria of the College; accordingly provisions are made in the budget, which is prepared by a team of experts under supervision of Principal of the College and then approved by the Governing council before the fund is sanctioned. It is then deployed on different Heads of Expenditures in accordance with

approval.

The College utilizes its funds in a transparent manner. Grants received from UGC are earmarked for various activities including academic development and infrastructure growth. Concerned departments/offices of the College usually take care of utilization of UGC grants which are spent on different plan periods under fixed schedule, target and time.

Administration and Finance Committee, review the use of resources including audit, budget and account. They make recommendation for better handling of resources and effective mobilization of available funds. For smooth running of the institution various committees have been constituted, each committee studies its own field and analyses the requirements and then forwards it to Principal. Finance committee then looks into these requirements, adding the future aspects of planning. In case of any need where the financial support is required, proper demand in writing is made from the concerned Department.

Optimum utilization of funds is ensured through:-

1. Adequate funds are allocated for effective teaching-learning practices that include induction and orientation Programs, workshops, inter-disciplinary activities, training programs, Refresher Courses, Faculty Development Programs, Conferences, Industry Academia interactions that ensure quality education.

2. Adequate funds are utilized for development and maintenance of infrastructure of the College:

- Institute adheres to Utilization of budget approved for academic expenses and administrative expenses by management.
- After final approval of budget the purchasing process is initiated by purchase committee which includes all head of departments and account officer, accordingly the quotations called and after the negotiations purchase order are placed.
- The payments is released after delivery of the respective goods it is done as per the terms and conditions mentioned in Purchase order.
- All transaction has transparency through bills and vouchers. The bill payments are passed after testing & verification of items. Only authorized person operate the transaction through bank.

- Respective faculty member ensures that whether suitable equipment/machinery with correct specification is purchased.
- The entire process of the procurement of the material is monitored by the Purchase committee and Principal at institute level then the finance department at corporate office level.
- Financial audit is conducted by chartered accountant every financial year to verify the compliance.

3. Enhancement of library facilities needs to augment learning practices and accordingly requisite funds are utilized every year.

4. Some funds are allocated for social service activities as part of social responsibilities through NSS and NCC.

5. Renovation of classrooms, Language Lab and faculty rooms.

Main motto of resource mobilization and optimal utilization of resources is to take Sri Sharada College on bench mark in tune with quality teaching and unique growth of students.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

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

Sri Sharada College has institutionalized the following two quality initiatives of IQAC:

Best Practice 1: Guidance to advanced and slow learners
Institution conducts an orientation program for all newly admitted students to make them aware of program structure, examination scheme, various courses in the program and career opportunities in BA/B.COM degree courses. From academic year 2016-17, the Institution has adopted the policy to identify

advanced learners and slow learners by following techniques

1. Review of their II PUC Statement of Marks
2. Aptitude Test evaluation
3. Performances in first internal assessment examinations are reviewed to monitor their learning levels.

Class Teachers and Mentors evaluate above data and categorize students as advanced and slow learners and provide them suitable guidance.

Special programs organized and implemented by the institution for slow learners are Remedial Classes, Guest Lectures, Class Tests, Counseling by Mentor. At the same time special programs are organized and implemented by the institution for boosting creativity, leadership and intelligence of advanced learners which include Group activities, Conferences/Seminars, Poster preparations, Participative learning, Peer teaching etc.

This activity positively contributed to cater to the diverse needs of the slow learners and the advanced learners boosted the ability of the slow learner to comprehend difficult topics easily, recalling the answers of questions, clarity in practical knowledge of experiments, cope up English language difficulties, build confidence and helps in overall development of the students.

Similarly this activity helped advanced learners to boost their recreational domain and inculcates research, leadership qualities. It also helped to develop creativity and scientific temper, self-confidence and subject knowledge among the advanced learners.

Best Practice 2: Use and enrichment of ICT infrastructure: The use of ICT tools has become an integral part in teaching-learning process. IQAC always encouraged teachers to utilize these tools in classroom teaching and language laboratory. IQAC prepares the plan to include the use and enrichment of ICT infrastructure expecting from each departments. The IQAC has advised the administration to enrich ICT infrastructure by purchasing advanced ICT tools, broadband internet Wi-Fi facility. Periodically IQAC has trained teachers and non-teaching staff to use ICT by arranging different workshop i.e. Google Apps, Video conference, use of e-mail, handling ICT

instrument etc. The educational use of social media has also been utilized to establish communication with the students and peers. In teaching and learning, the feedback system is implemented to take the review of reliability and uses of ICT facilities.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

Describe two examples of institutional reviews and implementation of teaching learning reforms facilitated by the IQAC.

A) IQAC periodically reviews the teaching learning process, structures & methodologies of operations and learning outcomes:

- Proper planning of all academic activities is done and it gets reflected in the Institute level Academic calendar which is prepared well in advance before beginning of the semester.
- Subject allocation is done based on the proficiency of the teachers.
- Time tables are prepared with separate time slots for Training and Placement activities, seminar, tutorials and slow learner activities.
- Individual faculty members prepare systematic Teaching plan along with correlation to the Course Outcomes (COs), Program Outcome (POs) and Program Specific Outcome (PSOs). They organize a Course file which contains university syllabus, previous year question papers, theory and objective questions, class test question papers, slow learner activity schedule and course attainment document. Further it is verified by the

Academic Coordinator/ HOD and Principal.

- Teaching plan, notes on lesson and question bank are posted in the Google Classroom for both theory and practical enabling the ICT enabled lectures in addition to black board teaching.
- Enriching the curriculum with guest lectures, industrial visits.
- Continuous monitoring of attendance and performance of students through Academic Record Book.
- Effective internal examination and evaluation systems.
- In tune with the outcome based approach, the question papers for the internal class tests are prepared with a specific pattern which will enable the assessment of the attainment of enlisted Course Outcomes (COs) for each course.
- Prompt communication to parents about their wards' performance and attendance is taken care through SMS system.
- Defaulter student list and projected internal marks are displayed on notice boards.
- Student feedback is taken twice during a Semester through structured questionnaire and necessary changes/improvements as per the feedback are implemented. Feedbacks are reviewed by HOD and Principal and it is communicated to the faculty members. The concerned faculty then plans for improvements which are monitored on a regular basis for their effectiveness.
- Regular parent-teacher meeting is conducted once in a semester to enable discussion, obtaining parent feedback and taking improvement measures.

2. Student Training Program: One of the initiatives suggested by IQAC is student training program. This program is designed to provide the professional skill sets with the goal of enhancing opportunities in the industry/company. The program involves various activities which help to boost employability through aptitude test, group discussions, personal interviews, role play, current awareness quiz, subject/domain specific quiz, foundation course. The assessment of the students is done by industry experts and the review is taken by IQAC. The suggestions are incorporated in planning and thus the effective implementation of student training program at College is done.

A number of post accreditation quality improvements have been taken during the last five years:

- The faculties and students are involved in research/ project work, paper presentations, book publications.
- The campus recruitment drive was conducted. Skill development programs were conducted. Coaching classes were conducted for bank and other competitive examinations.
- Power point presentation, Discussion forums and study groups on Watts app, Google Classrooms, Infilibnet-N-List, Easylib, OPAC, MOOC, Swayam Platforms are used for the benefit of the students.
- Online Student Satisfaction Survey (SSS) was conducted and results were analyzed and interpreted and uploaded to the college website. The survey for parents and alumni were also conducted based on structured questionnaire and result was analysed. Teachers Evaluation was also conducted and the results were analyzed and interpreted.
- Entrepreneurship Development Cell (Antarprerana) was established in the college and programmes are conducted to educate budding entrepreneurs. Many entrepreneurial skill development programmes were also conducted under this cell.
- Collaborative activities were conducted for strengthening academic interactions. ? Many job-certificate courses are started and it is being planned to start diploma courses in GST (Taxation) and Representative Kannada (according to the examination patterns of KAS, UPSE, etc).
- A master plan is being prepared keeping in view of the Golden Jubilee Celebrations in 2022-23.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality

C. Any 2 of the above

audit recognized by state, national or international agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	http://sharadacollegebasrur.com/wp-content/uploads/2022/03/Annual-Report-2020-21.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Our college observes gender sensitivity through various initiatives and programs for creating a safe and healthy atmosphere in the college campus. Sensitization of the students is done through programs and special lectures organized in our college.

The various facilities which ensure gender sensitivity within the organization:

CCTV Surveillance : CCTV Surveillance adopted within the campus and activities within the campus are observed from Principal's chamber. Entry of any unknown person can be easily identified through this system. Again, it ensures safety and security of both female staff and students within the campus.

Health and Hygiene

The College has concern and care for the health and hygiene of the College students, staff, and other members.

- College organizes health checkup camps.

- Proper arrangement of drinking water is available in the College campus. Purified water coolers are installed at 08 points.
- First aid is also available at the first aid centre.
- Medical Assistance for students during emergencies.
- The Herbal Garden has been placed behind the College building and has a variety of medical plants and herbs. Due importance is given to planting of folk medicinal plants.

On the campus.

- First aid box is available in the Department of Physical Education. It is regularly checked and medicines are replaced.
- Medical checkup is done for all the students by the Medical Advisor of the College.
- Provision for healthcare room in the College.
- Teachers take care of the students, in case of emergency.

Off campus

There are two local Doctors (Medical Officers) who are on the roll. They are consulted in times of emergency.

The following facilities are also available in the campus -

- IQAC unit - Room No. 36
- Special Room to look after COVID - 19 issues.
- Grievance Redressal Unit/Counselling, Career Guidance and Placement Cell- Room No. 20
- Women's Harassment Redressal Cell/Women's Empowerment Cell- Room No. 35
- Canteen - Canteen Blocks - old and new (mid-day meal centre).
- Rest room for girls students - 02
- Water coolers with purified drinking water- 08
- Auditorium- 300 seats
- Provisions for recreation in two indoor stadiums .
- Out-door stadium
- Audio-Visual room with Television, Smart Board, LCD, etc.

Strengthening Democratic Values

- Teaching through debates and discussions and developing

interest in critical enquiry.

- Student representation in all clubs and committees.
- Obtaining feedback from students, successful graduates, and other stakeholders.

Inculcating Human Values

- Through multiple forms of outreach programmes/moral and spiritual camps.
- Certificate course in Yakshgana, which represents folk life.

Contributing the Notions of Social Justice and Equity

- Reservation provided to marginal social groups in all institutional bodies.
- Fee concession for students belonging to marginal communities.
- Programmes/studies related to conditions of marginal groups.

Empowerment of Women

- A compulsory paper is taught on gender rights.
- Various gender sensitive programmes organized by the women's forum.
- More facilities/preference for women students.

Gender

- Women's Forum conducts activities such as seminars, workshops, and lectures on gender issues.
- Women's Grievances Redressal Cell addresses all forms of problems faced by women students of the College.
- Gender Equity paper is taught in the BA course as a compulsory subject.
- More representation for women in the Student Council.

Inclusion

- SC/ST Student Welfare Cell looks into the interest of students belonging to those categories.
- Window provided in the College Website, where they can lodge an online complaint about their grievances.
- Representation to students belonging to marginal communities in the Students Council of the College.

- Seminars/workshops and special lectures conducted to create awareness about social justice
- Human Rights Cell constituted to create awareness about rights of marginal communities.

File Description	Documents
Annual gender sensitization action plan	Mentioned Above
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Mentioned Above

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Waste Management

- The use of plastic bags by the students is discouraged and the canteen holds a strict ban on use of plastic bags for food package.
- The use and disposal of plastic bags, plates and cups were checked by training the students to prepare biodegradable handmade newspaper bags and manufacture areca leaf plates.
- The disposal of chemical containers is done according to

the government regulations.

- Hazardous wastes are collected and disposed off through Gram Panchayat services.
- Unused old computers, UPS, CPU, Monitors, calculators, etc., are disposed off through auction.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	http://sharadacollegebasrur.com/sri-sharada-moolika-vana/
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. landscaping with trees and plants

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

E. None of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

E. None of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

- SC/ST Student Welfare Cell looks into the interest of students belonging to those categories.
- Window provided in the College Website, where they can lodge an online complaint about their grievances.
- Representation to students belonging to marginal communities in the Students Council of the College.
- Seminars/workshops and special lectures conducted to create awareness about social justice
- Human Rights Cell constituted to create awareness about rights of marginal communities.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The college sensitizes the students and employees of the institution to the constitutional obligations about values , rights , duties and responsibilities as a citizen of our nation.

The College always encourages and supports the involvement of the staff in improving the effectiveness and efficiency of the

institutional processes. That is done by providing-

- Encouragement for conducting national and state workshops, conference, seminars by different departments.
- The staff members involved in various committees such as admission disciplinary committee, etc. work under the guidance of the Principal.
- The management conducts various programmes like skill development, arranging teacher's convention, interaction session with staff, honouring the departments for their achievements in examination results, etc.
- By deputing staff members to seminars/workshops, research under FDP of UGC, and also for paper presentations.
- Efforts to retain efficient staff members.
- The quality policies are developed, driven, deployed, and reviewed by IQAC. They are developed and driven responding to the needs of the present knowledge society.
- The College is always driven by the thought as to how human resources can be developed and deployed for fulfilling its desired goals.

Internal Quality Assurance Cell adopts the following supportive initiatives for sensitizing both employees as well as students of our college.

- Introducing quality enhancement and sustenance measures.
- Motivating teachers to undertake research activities.
- Cultivating research culture among students.
- Motivating teachers to introduce innovative teaching methods.
- Persuading the management to enhance the infrastructural facilities.
- Introducing technology assisted teaching -learning.
- Striving for academic excellence and skill development among students.

The institution provides-

- Special retiring rooms for women students
- Women's Grievance Redressal Cell
- Preference in granting free mid-day meal facilities
- Programmes related to issues like gender equity and gender rights
- Representation for women students in associations, clubs,

and committees

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff

4. Annual awareness programmes on Code of Conduct are organized

D. Any 1 of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The college celebrates and observes the following National/International/ days, events and festivals.

1. Teachers Day (5th September)

2. International Women's Day (8th March)
3. International Yoga Day (21st June)
4. Independence Day (15th August)
5. Republic Day (26th January)
6. World Environmental Day (5th June)
7. NSS Day (24th September)
8. AIDS Day (1st December)
9. NCC Day (Last Sunday of November)
10. Karnataka Rajyostava (1st November)
11. Voters Day (25th January)
12. Constitution Day (26th November)
13. National Youth Day (Birth Day of Swami Vivekananda) (12th January)
14. Sadbhavan Diwas (20th August)
15. Gandhi Jayanthi (2nd October)
16. Birth Day of Dr. B R Ambedkar (14th April)

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Best Practices

Best Practice 1

1. Title of the Practice: Museum (Historical and Cultural)

2. Goal: Museums ensure understanding and appreciation for one's own culture and history. They promote better understanding of the collective heritage and foster dialogue, curiosity and self-reflection. Further, they serve to help future generations comprehend their history and recognise the achievements of past generations. Inculcating civic responsibilities is one of the basic objectives of the institution. The institution believes that conservation of

historical and national heritage is one of the important duties of both an individual as well as an institution. In this background the institution planned for establishing a Museum for preserving historical and folk items found in the surrounding area.

3. The Context: Basrur was an urban centre in medieval period with the name 'Hosapattana Basurepura'. It was a confluence of cultures during the period of the Vijaya Nagara Empire. The foreign travellers who visited Basrur during the seventeenth and eighteenth centuries left reliable accounts of the beauty of this town as a cultural centre and its usefulness. But during the colonial rule when the administrative offices were transferred to Kundapura the town lost its political significance. Since the College is located in this place of historical significance the institution thought that being a centre of higher learning it should preserve both the articles and the memories for the benefit of future generation by establishing a Museum.

The Practice: A committee consisting of the Principal, teachers and students has been constituted to set up and maintain the museum. A faculty from the Department of History serves as the coordinator of the committee. The museum has two sections- outdoor as well as indoor. In the outdoor section few stone inscriptions, mastikals, veergals and other monumental antiques have been placed. The date and historical importance of each one of these is explained in the attached name plate.

In the Indoor Museum, a sincere attempt is also being made for the preservation of historical and folk antiques. It is dedicated for preserving and exhibiting the cultural heritage of Coastal Karnataka. Details of the articles collected and exhibited in the indoor museum are given below-

Sl.No

Articles

Sl.No

Articles

1

Hand platter (Big)

45

Bronze Career

2

Hand platter (Small)

46

Namada Karadige

3.

Small grain measuring equipment

47

Red sandalwood statue

4

Water Container

48

Dupadagindi

5

A box to place sacred ash (Small)

49

Lamp

6

A box to place sacred ash (Big)

50

Spice Container (Big)

7

Knife

51

Copper Container

8

Lamp

52

Spice Container

9

Chippina Soutu

53

Copper Vessel

10

Noodle making equipment

54

Porcelain

11

Churning Rod

55

Lamp

12

Ragi mudde preparing equipment

56

Plates

13

Bullock cart made of Bamboo

57

Glaser

14

Wooden statues

58

Kaimarige

15

Rolling Sticks

59

Bronze Plates

16

Marada Achchu

60

Bronze Vessel

17

Muhurtha Kamba

61

Bronze Plate

18.

Mann marige

62

Gold Box

19

Grating equipment

63

Copper Glass

20

Giliguta

64

Waring Lamp

21

Maddale (metrical instrument)

65

Bronze Plate

22

Football

66

Coins

23

Devara Karadige

67

Copper Vessel

24

Lamp

68

Flower Pots

25

Cane Basket

69

Jewellery Box

26

Copper vessel

70

Sieve

27

Lantern

71

Gindi

28

Pot for filtering rice

72

Bronze vessel

29

Alage

73

Jewellery (Portuguese)

30

Plough

74

Lamp Pol

31

Wooder Plough

75

Gindi (Bronze)

32

Palmleave

76

Chennemane

33

Mudi (to store rice)

77

Porcupine

34

Thiri (to store paddy)

78

Glass (Big)

35

Wooden statue

79

Kaimaragi

36

Pot

80

Becket

37

Deer Horn

81

Gindi

38

Horn

82

Porome Tortoise

39

Mask of bull

83

Kadegolu

40

Gerese

84

Bronze Bull

41

Drum

85

Mini Dining Table

42

Sunnada Pathre

86

Old wall clock

43

Salt container

87

Gramophone

44

Spice Container (small)

5. Evidence of Success: There is a good response both from the students and the public for this project. Many people contributed invaluable antiques voluntarily and free of cost. Students also have taken keen interest in the collection. The institution also have the practice of conducting historical exhibitions on certain special occasions where our students do exhibit historical antiques.

6. Problems Encountered and Resources Required: Some of the problems encountered are:

- Difficulties involved in the transportation of the stone inscriptions
- The institution does not have specialized conservators to take care of the statues and inscriptions
- Paucity of funds required for procuring and maintaining the materials

1. Title of the practice: Herbal Garden

2. Goal: Important goals and objectives of developing herbal garden are-

- Creating awareness of the therapeutic value of herbal medicines.
- Helps teachers and students of the College and neighbouring institutions to acquire basic knowledge of medicinal plants available locally.
- Learn to understand and protect plants in their original habitat without being exploited and destroyed
- To uphold the traditional knowledge of Science and Medicine.

3. The Context: Plants have been the basis for medical treatment through much of human history and such traditional medicine is widely practiced even today. Today the use of plants in treating day to day ailments has gained eminence worldwide. Even modern medicines make use of many plant derived components. It is estimated that more than 25 per cent of the modern medicines have been derived from herbs. Needless to stress the importance of herbal and medical plants in our lives it is pertinent to propagate and popularize them more. There is a need to make everyone including our young generation aware of various kinds of Indian herbs and their significance in our lives as the students are the future of the nation. Keeping these objectives in mind the institution thought of developing a herbal garden.

4. The practice: The College has set up of a well planned herbal garden that includes several extinct and rare species of flora. Total area of the garden is 2000 sq.ft. There is Eco-club to maintain and develop the garden. The committee works under the direction of its coordinator Mr. Purushottam Balyaya, Head of the Department of Commerce. The coordinator himself has very good knowledge of the traditional medicine system.

Total number of species more than 30 including rare species.
Important medicinal Plants planted in the garden are:-

1.

Kiskare

Rasna

2.

Arjuna

17

Chitramoola

3

Kutaja

18

Bhrami

4

Noni

19

Guduchi (Amratha Balli)

5

Hipli

20

Tamala Patra

6

Vidhari

21

Ramachcha

7

Garga

22

Pathre (Sambrothi)

8

Goranti

23

Kumkuma Plant

9

Agnimantha

24

Nannari

10

Pata

25

Pancharangi

11

Tulsi

26

Maricha

12

Neem

27

Nimba

13

Nidil

28

Jestamadhu

14

Eshwara Balli

29

Pippali

15

Sarpagnada

30

Tumba

5 Evidence of Success: The students have shown keen interest in acquiring knowledge of herbal plants developed in the College. They support this programme by collecting plants, and watering them during winter and summer. The garden is kept open for the public during working hours. They can make use of the herbs and leaves available in the garden free of cost. School children in and around Basrur also visit the garden.

6. Problems encountered and resources required: Since the institution does not have a science course, teachers from science background are not available in the College. So the College has to borrow or hire experts from outside agencies. Hence, the garden is not generating any income to the institution. The institution has to invest funds for the purpose.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

- Value- based education to mould the character of the students with sound moral values.
- Creating awareness regarding democratic and secular principles, conservation of energy, and participation in community welfare projects.
- Programmes fostering the integral personalities of the students.
- Empowerment of women and marginal groups through Women's Forum, Women's Grievance Redressal Cell, SC/ST Welfare Cell, and Human Rights Cell in the College.
- Creating social and civic responsibility through multiple forms of community oriented programmes.
- Skill development through short term add-on courses to encourage the intellectual, physical, and spiritual development of the students.
- Providing life skills along with academics through the activities of various clubs and associations.
- Inclusion of all those who wish to pursue higher education without being specific about the marks secured by them in the qualifying examinations.
- Special care taken to provide an opportunity to the economically less privileged students by giving them some fee concession and also by arranging financial assistance to the needy.
- Encouraging research culture among teachers and students.

Distinctive Characteristics

Higher Education for rural youth/ Value Based Education
/Empowerment of Women and Marginal Group

The institution was established in the year 1973 with the purpose of imparting higher education to the youth coming from rural areas. This is the second institution for higher education to be established in the Taluk. This College is one of the very few institutions in Karnataka to be established in a village panchayat area in 1970s. The institution imparts BA, BCom, and BBM degree courses for the rural youth. There are many certificate courses in addition to the degree courses. The computer centre offers two diploma and 06 certificate

courses. It envisions the future by empowering teaching-learning and evaluation processes through ICT, by sustaining transparency in institutional governance, focusing on continuous improvement through comprehensive feedback, and enhancing opportunities for employability. IQAC is continuously striving to improve the academic and administrative performance of the institution.

- - based Education

The founders of the institution believe that character building is one of the basic objectives of higher education. The institution strives to inculcate values in the students by organizing various programmes like Moral and Spiritual Retreat, Celebration of National Days, Women's Day, Teachers Day, Traditional Day, Yoga Classes, Music Classes, and various outreach activities through NSS to help the students to realize their responsibility to the society and to the nation at large.

Empowerment of Women and marginal groups

o

Women constitute quite a larger portion in the student strength of the College. following table shows the strength of women students in College during the last five years.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

ACTION PLAN OF IQAC FOR THE YEAR 2021-22

- Conducting Orientation & Induction Program for First year NEP Students.
- Holding Youth Parliamentary Demonstration for Humanities and commerce students in the month of January 2022.
- Plan to organize Talents Day under Fine Arts club.
- Plan to conduct an interaction and survey for humanities students in Halady area.

- Holding of programs under SVEEP Committee in the month of February 2022.
- Plan to organize Documentary Screening Program for commerce students.
- Proposed to start a Certificate course in GST for B.com , Non- B.com Graduate Students and students of PUC Qualifications .
- Proposed to enter into Memorandum of Understanding with Industrial organizations and collaboration with other institutions.

NAAC