

- **The Annual Quality Assurance Report (AQAR) of the IQAC**

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

St. Philomena College

I. Details of the Institution

1.1 Name of the Institution

Philonagar

1.2 Address Line 1

Darbe

Address Line 2

Puttur

City/Town

Karnataka

State

574202

Pin Code

info@spcputtur.org

Institution e-mail address

08251-230340

Contact Nos.

Leo Noronha

Name of the Head of the Institution:

08251-236460

Tel. No. with STD Code:

9449639648

Mobile:

Udaya K

Name of the IQAC Co-ordinator:

9448216090

Mobile:

udayakana@yahoo.co.in

IQAC e-mail address:

08951

1.3 NAAC Track ID

www.spcputtur.org

1.4 Website address:

www.spcputtur.org/aqar

Web-link of the AQAR:

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B		2004	2004-2009
2	2 nd Cycle	A	3.19	2010	2010-15
3	3 rd Cycle				
4	4 th Cycle				

01/08/2004

1.6 Date of Establishment of IQAC : DD/MM/YYYY

2013-14

1.7 AQAR for the year (for example 2010-11)

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

- AQAR 2010-11 30-09-2013
- AQAR 2011-12 20-02-2014
- AQAR 2012-13 24-02-2014
- AQAR 2013-14 16-10-2014

1.9 Institutional Status

University	State	Central	Deemed	Private
Affiliated College	Yes	No		
Constituent College	Yes	No		
Autonomous college of UGC	Yes	No		
Regulatory Agency approved Institution (eg. AICTE, BCI, MCI, PCI, NCI)		Yes	No	

Type of Institution Co-education Men Women

 Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

 Grant-in-aid + Self Financing Totally Self-financing

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Computer Science

Social Work

Others (Specify)

Mangalore University

1.11 Name of the Affiliating University (*for the Colleges*)

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR
etc

-

Autonomy by State/Central Govt. / University

-

-

University with Potential for Excellence

UGC-CPE

-

-

DST Star Scheme

UGC-CE

-

-

UGC-Special Assistance Programme

DST-FIST

-

-

UGC-Innovative PG programmes

Any other (*Specify*)

-

UGC-COP Programmes

8

2. IQAC Composition and Activities

2

2.1 No. of Teachers

3

2.2 No. of Administrative/Technical staff

2.3 No. of students

2

2

2.4 No. of Management representatives

2.5 No. of Alumni

1

2.6 No. of any other stakeholder and

-

community representatives

2.7 No. of Employers/ Industrialists

1

2.8 No. of other External Experts

4

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19

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders:

No.

Faculty

PTA

Non-Teaching Staff Students

Alumni

Others

–

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

2

6

8

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos.	International	National	State	Institution
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Level

1. Relevance of Ramanujans findings in the Contemporary World of Mathematics. – Mathematics Department – National Level Seminar.

2. Management Technologies, effective administration and enriched work – Office – National Level Seminar

3. Parallel and Distributed Processing Techniques and applications – BCA – National Level Seminar

4. Contemporary Social Work Profession (need and challenge in Indian Context) – BSW – National Level Seminar

5. World Heritage Tag and Conservation of Biodiversity – Botany – National Level Seminar.

6. Digital communication and PCB Fabrication – One day National level Workshop.(PG)
7. Four days college level workshop on “Family Counselling and marital therapy” held on 13th to 17th February 2014.(PG)
8. One day college level seminar on “Socio Economic Condition of tribal’s in the country held on 13-01-2014. (PG)

(ii) Themes

- Opportunity to know the new paradigms of Higher Education is provided.
- Infrastructure planning is made.
- Bench marks of quality in higher Education is given.
- Systematic record of activities.

- Orientation to conduct various activities through different association is given.
- More inter action among the staff and within the departments is seen.
- Through Feedback from students, Alumni, Parents and Management development in various spheres is sought.
- Improvement in the academic performance of the students and enhancement in results.
- Orientation to research activities.
- Initiation to start various P.G courses is taken.
- Two P.G Courses in Economics and Computer Science are planned.
- A separate P.G Course with research avenues in Hindi is planned.
- Infrastructure has been improved.
- Certificate courses are conducted.

2.14 Significant Activities and contributions made by IQAC

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year*

** Attach the Academic Calendar of the year as Annexure.*

Plan of Action	Achievements
-----------------------	---------------------

- **Academic plan**

- **New UG Courses**

B.Com – Additional Batch in
B.Com

Computer Applications

BA - Journalism

English (Optional)

Kannada(Optional)

B.Sc - Home science

- **New Post Graduate Courses**

M.Sc - Computer Science

MA - Economics, Hindi

- **Certificate Courses**

- Basic accounting
- Basic Electronics
- Rural Development
- Travel & Tourism
- Consumer Education
- Vermiculture
- Jewellery Designing
- Food Chemistry
- Women Empowerment
- Stock market
- Computer Courses
- Communicative English
- Yoga
- Photoshop
- G-Accountant
- Nurseries and Gardening
- Talex to PG Physics

- **Academic audit**

- **Conferences/ Seminars/Workshops at various levels.**

- **Infrastructure**

- Indoor stadium
- Usage of Wi-Fi for the entire campus
- College bus facility
- Completion of PG building
- Beautification of campus
- Converting class rooms into smart classes for effective teaching
- New desks and benches(Furniture)
- Laptops to each departments
- Entrance with entry and exit road
- Digital communicative English Lab.
- Monument of Founder

- **Academic plan**

- **New UG Courses**

B.Com – Additional Batch in
B.Com

- **New Post Graduate Courses**

M.Sc - Mathematics

- **Certificate Courses**

- Basic Accounting
- Basic Electronics
- Consumer Education
- Computer Courses
- G-Accountant
- Communicative English
- Food Chemistry
- Women Empowerment
- Stock market
- Photoshop
- Talex to P.G Physics
- Vermiculture
- Travel & Tourism

- **Academic audit is done**

- **Conferences/ Seminars/Workshops at various levels (5 National level seminars, 1 National Level Workshop, 1 Institutional level workshop and seminar is conducted.)**

- **Infrastructure**

- Beautification of campus
- Smart classes for effective teaching
- New desks and benches(Furniture)
- Laptops to each departments
- Entrance with entry and exit road
- A bridge connecting to Campus Director's Office.
- Digital Laboratory.
- Ramp at the NCC Office
- Monument of Founder.
- Constructed 2 rooms for Yaksha Kala Kendra and
- Commerce Laboratory.

- **Student welfare programmes**

- High profiled competitions and fests are organized

Refer Annexure 1

2.15 Whether the AQAR was placed in statutory body Yes No
 Management Syndicate Any other body

- AQAR was placed before the management.
- Decision to strengthen IQAC is taken.
- Strengthening of P.G Centre in terms of Infrastructure and Academics is sought.
- Systematisation of activities in line with NAAC core values is suggested.

Provide the details of the action taken

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	3	1	4	-
UG	6	-	3	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	12	4	-	-
Others	-	-	-	-
Total	21	5	8	-

Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options - CBCS

(ii) Pattern of programmes:

Pattern	Number of programmes	
	UG	PG
Semester	6	4
Trimester	•	-
Annual	-	-

-

1.3 Feedback from stakeholders* Alumni Parents Employers
Students

-

-

(On all aspects)

Mode of feedback : Online Manual Co-operating schools (for PEI)

Refer Annexure II

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

Yes, It is regulated by the University

1.5 Any new Department/Centre introduced during the year. If yes, give details.

M.Sc (Mathematics), Another batch of U.G Commerce (90 Intake)

Criterion – II

2. Teaching, Learning and Evaluation

Total	Asst. Professors	Associate Professors	Professors	Others
46	29	17	-	-

2.1 Total No. of permanent faculty

8

2.2 No. of permanent faculty with Ph.D.

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
12	-	-	-	-	-	-	-	12	-

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

-

-

4

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	10	81	4
Presented papers	3	8	1
Resource Persons	1	3	0

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- Students have the opportunity to learn multidisciplinary subjects under the credit based semester system of Mangalore University.
- Bridge courses and remedial coaching.
- Offer add-on courses-certificate courses in Communicative English, Computer Application, Journalism, Tours and Travels, Consumer Awareness etc.
- ICT-based Teaching- Learning methods are in practice.
- Reformation of the scheme of Internal Assessment marks.
- Appraisal of students performance to parents during parent-teacher interaction in

each semester.

- Academic orientation for the students.
- Regular monitoring of the student performance by the class advisor.
- Regular assignments/Project/Field visits/Seminars/Study tour/Industry Visits/Group Discussions/ Subject Quiz etc. are arranged.
- Knowledge sharing by means of Senior students teaching junior students.
- Feed back on curriculum and on teachers performance are collected periodically.

181

2.7 Total No. of actual teaching days
during this academic year

NA

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

-

-

6

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

86%

2.10 Average percentage of attendance of students

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pas
BA	66	15.15	18.18	42.42	-	
B.Com	93	63.44	15.05	10.75	-	
B.Sc	91	63.73	26.37	3.29	-	
BSW	29	27.58	41.37	13.79	-	
BBM	64	12.5	28.12	34.37	3.12	
BCA	51	31.37	23.52	-	-	
MSW	36	58.33	36.11	5.55	-	
M.Com	51	43.13	52.94	3.92	-	
M.Sc(Physics)	30	13.33	56.66	26.66	-	

2.12.How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

- The IQAC in association with Academic Council prepares the Academic

plan.

- It prepares the Time-Table for offering the curriculum.
- It prepares the schedule for the Co-curricular & Extracurricular activities.
- It supervises the routine activities and addresses the issues obstructing in smooth flow of activities.
- It prepares the schedule for Tests, Examinations etc. emphasising continual evaluation involving the examination committee.
- It monitors the activities so as to ensure full compliance with the planned activities for a specified period.
- It sets the standards & procedure for evaluation and initiates the reforms in the area.
- It interacts with the management with objective specific meetings to enhance & sustain quality education.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	1
UGC – Faculty Improvement Programme	2
HRD programmes	-
Orientation programmes	4
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	2
Summer / Winter schools, Workshops, etc.	48
Others	40

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number permanent positions during the
Administrative Staff	13	9	-
Technical Staff	-	-	-

Criterion – III

3. Research, Consultancy and Extension

- Guest Lecture conducted on the topic "Effective Teaching Modalities "
- Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks.
- Optimization and integration of modern methods of teaching, learning and evaluation.
- Ensuring the adequacy, maintenance and functioning of the support structure.
- Develop system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution.
- IQAC is to generate good practices, ideas, planning, implementing and measuring the outcome of academic and administrative performance of the institution.
- Promotes faculty members and students to participate in seminar, conference, workshop etc and to present papers.
- Supports the faculty members to carryout research activities.

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	1	-
Outlay in Rs. Lakhs	-	-	11,71,675	-

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	2	-
Outlay in Rs. Lakhs	-	-	1,75,000	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	2	-	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	-	6	-

2.129

2.129

1

-

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	2014-17	BRNS	11,71,675	4,33,988
Minor Projects	2013-15	UGC	1,75,000	1,39,000
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects <i>(other than compulsory by the University)</i>	2013-14	-	-	30,000
Any other(Specify)	2013-14	-	-	2,50,000
Total	-	-	13,46,675	8,52,988

-

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

01

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

-			
-			
-			
-			
		-	
	UGC-SAP	CAS	DST-FIST
	DPE		DBT Scheme/funds

-			
-			
-			
3.9 For colleges	Autonomy	CPE	DBT Star Scheme

-			
-			
-			
	INSPIRE	CE	Any Other (specify)

3,500/-

3.10 Revenue generated through consultancy

Level	International	National	State	University	College
Number	-	-	-	-	-
Sponsoring agencies	-	-	-	-	-

3.11 No. of conferences

organized by the Institution

3

7

-

-

3.12 No. of faculty served as experts, chairpersons or resource persons - 3

-

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

-

Rs.1,39,000/-

3.15 Total budget for research for current year in lakhs :

From Funding agency

From Management of University/College

Rs.1,39,000/-

Total

Type of Patent		Number
National	Applied	-
	Granted	-
International	Applied	-

International	Applied	-
	Granted	-
Commercialised	Applied	-
	Granted	-

3.16 No. of patents received this year

3.17 No. of research awards/ recognitions received by faculty and research fellows

Total	International	National	State	University	Dist	College
-	-	-	-	-	-	-

Of the institute in the year

-

3.18 No. of faculty from the Institution who are Ph. D. Guides

-

and students registered under them

-

3.19 No. of Ph.D. awarded by faculty from the Institution

-

-

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

-

-

JRF

SRF

Project Fellows

Any other

2

9

3.21 No. of students Participated in NSS events:

	University level	State level
-		
1		
level	National level	International
5		
-		

3.22 No. of students participated in NCC events:

	University level	State level
-		
5		
level	National level	International

3.23 No. of Awards won in NSS:

-		
-		
	University level	State level
-		
-		
level	National level	International

3.24 No. of Awards won in NCC:

-		
-		
	University level	State level

- An extension programme was conducted by NSS volunteers in Maril with the participation of public of Puttur.
- World Environmental Day was celebrated by the Department of Botany wherein Educational institution of Puttur Talluk were the beneficiaries.
- Environmental and consumer Awareness Rally was conducted by Department of Botany for the public of Puttur.
- Education orientation programme for science teachers of Puttur was conducted by the college in collaboration with Karnataka Vijnana Parishad for science teachers of Puttur.
- Science Exhibition was organised for the students of schools and colleges of Puttur Taluk and Suburban Taluks by P.G Department of Physics.
- STAR GAZING FOR COSMIC FEELING - an out reach programme was conducted by P.G Department of Physics for the students of schools and colleges and the interested public of Puttur Taluk.
- Sanitation Awareness programme was conducted in Govt. P.U College, Keyyur by MSW students
- “Health and Hygiene - Role of parents and children” - was conducted by MSW
- “Women & Law Information Session” an informative session was conducted by MSW students.
- An awareness programme on “Ayush Home medicine awareness programmes” was conducted by MSW students
- “Woman Mind and Health Information session” -MSW
- “Health And Sanitation Awareness Programme” – MSW
- “Leadership Qualities Among Children – Sensitization Programme” – MSW
- “Personality Development Programme” – MSW
- “Parents’ Role in the Development of their Children” –MSW
- “Balamela and Children’s Malnutrition and Causes for Disabilities” – An awareness programme – MSW
- An informative talk on history of ,“ Padumale Kshetra Ithihasa Mahithi Samvadha” - MSW
- A informative talk on “Moral Values” -MSW

- Awareness programme on “Life Skills” -MSW
- “Adolescent Sensitizing programme” for school children -MSW
- Awareness programme on “Housing Scheme” -MSW
- “Leadership Skill – the concept and need” -MSW
- “Massive Rally against Human Trafficking” – MSW
- “Vanamahostava” programme at Parpuja School – BSW
- A session on “Gender Inequality” held at Hantyar School – BSW
- A session on “Youth Against Substance Abuse” held at Olamogru – BSW
- “Dengue Awareness Programme” organised at Ariyadka - BSW
- A talk on “Children’s Rights” at Mottethadka School – BSW
- A talk on “Herbal Medicine” Kodimbadi School - BSW

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	25.35acres	-	Mgt	25.35 acres
Class rooms	39	4	Mgt	
Laboratories	12	1	Mgt	
Seminar Halls	3	-	Mgt	
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	-	51	UGC+Mgt	51
Value of the equipment purchased during the year (Rs. in Lakhs)	-	14.25	Mgt	14.25
Others	-	-	-	-

4.2 Computerization of administration and library Partially computerised

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	26113	2437238	1739	629957	25852	3067195
Reference Books	-	-	-	-	-	-
e-Books(N-List)	97000	-	-	-	-	-
Journals	113	50323	43	46456	116	96779
e-Journals(N-List)	6000	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	150	28087	78	Free	78	Nil
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	150	3	67	1	1	2	21	-
Added	30	1	47	1	-	-	1	-
Total	180	4	114	2	1	2	22	-

4.5 Computer, Internet access, training to teachers and students and any other programme for technology

upgradation (Networking, e-Governance etc.)

Certificate courses to students

1. Tally ERP 9
2. Computer Basics
3. Language Lab
4. Latex

Rs.2,20,338/-

4.6 Amount spent on maintenance in lakhs :

i) ICT
Rs. 12,81,243/-

ii) Campus Infrastructure and facilities
Rs. 17,85,484/-

iii) Equipments
Rs. 15,20,399/-

iv) Others
Rs. 48,07,464/-

Total :

Criterion – V

5. Student Support and Progression

- **IQAC is instrumental in Introducing student support services like placement, grievance redressal and counselling cells.**
- **To provide scope for the development of SC/ST and minority students, the special programme has been initiated. A separate cell is created and the responsibility is entrusted to a faculty to coordinate the programme. The special book bank facility is established for this purpose. Books are lent to the needy students from the book bank.**
- **Guest lectures on women empowerment are conducted in association with Ladies Forums -NSS and Rover Rangers.**
- **Encouraged to participate in co-curricular & extra-curricular activities.**
- **In College Notice Board the information about the freeships and scholarships available for students are well displayed.**
- **Orientation programme have been conducted to freshers so as to make themselves acquainted with facilities available in the College.**
- **Apart from the books in the library library, students are informed about the e-journals, specifically about Inflibnet facility.**
- **Freshers are briefed on Library facilities. Teams for various sports and games are made.**
- **Study tours and field visits are organised by Departments to enhance the**

learning skills and to face the challenges of life.

- **Students are provided with the College Calendar. The Calendar enumerates all facilities available in the College, the learning opportunities in the College, availability of the Scholarships, the opportunities available in Sports and Games, associations and their activities.**

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Students' progress has been monitored regularly and closely.
- Two one hour Tests are conducted by the Examination Committee, apart from the class Tests given by the concerned Teacher.
- Assignments are given and student seminars are encouraged.
- Students, who are lagging behind are given special attention. Remedial classes are conducted.
- There is a mentoring system where a Teacher helps a group of students to improve academically and emotionally - thrust has been given for both academic and emotional quotient of the student.
- Class Teachers assess the Students performance in examinations, involvement and achievement in co curricular activities.
- Periodic Parents-teachers meetings are arranged to enlighten the parents about the progress of their children.
- Meetings are arranged with Alumni Association where issues regarding the progress of the students are discussed.
- Academic Council has been constituted to see the progression of students in right direction.
- To obtain the results the Feedback from parents, alumni and students are taken. The suggestions are evaluated and the feasible one's are implemented.

5.2 Efforts made by the institution for tracking the progression

UG	PG	Ph. D.	Others
1403	259	NIL	NIL

5.3 (a) Total Number of students

58

(b) No. of students outside the state

NIL

(c) No. of international students

No	%
643	38.68

No	%
1019	61.31

Men						Women					
General	SC	ST	Last Year		Total	General	SC	ST	This Year		Total
			OBC	Physically Challenged					OBC	Physically Challenged	
140	26	65	1327	1	1559	211	34	65	1350	2	1662
Demand ratio			1.89 :1		Dropout %			0.8%			

Programmes	Permitted Intake	Number of Applications Received	Number of students Admitted	Demand Ratio Appln:Admitted
U.G				
BA	80	71	71	1:1
B.Com	180+10%	210	191	1.90:1
BBM	80	70	70	1:1
BSW	60	34	34	1:1
BCA	80	50	50	1:1
B.Sc(PCM+BZC)	90+20%	125	108	1.86:1
B.Sc(PMCs)	40	26	26	1:1
P.G				
M.Sc(PHYSICS)	30	27	15(Mgt Quota)	1.55:1
M.Sc(MATHEMATICS)	40	26	20(Mgt Quota)	1.76:1
M.Com	60	44	30(Mgt Quota)	1.68:1
MSW	60	20	15(Mgt Quota)	1.75:1
Total		703	630	1.89:1

Regular Coaching classes for competitive examinations are not conducted. However the awareness programmes are organized. Faculty members are encouraging students to appear for competitive examinations.

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

100

No. of students beneficiaries

NIL

NIL

NIL

NIL

5.5 No. of students qualified in these examinations

NET

SET/SLET

GATE

CAT

NIL

NIL

NIL

NIL

IAS/IPS etc

State PSC

UPSC

Others

5.6 Details of student counselling and career guidance

Career guidance and Counselling Cell

To provide career as well as psychological counselling to students, the counselling cell of the college plays a significant role. During admissions, the counselling cell offers valuable career guidance to students to help them chose the right subject combinations in conjunction with their aptitude and attitude. Through year round career counselling programs, students are scientifically tested for their individual potentials with the help of psychometric tests and measures. Detailed profile of students is prepared and personalized counselling sessions are conducted absolutely free of cost.

The cell also provides psychological counselling to students, addressing any behavioural problems, relationship issues or other psycho-social problems/issues that they might have in their tumultuous college life. Special sessions are held with the students residing in hostels, to facilitate their adjustment and to cater to their special emotional needs. PDP's (Personality Development Programmes) are frequently held

by the Cell to hone the soft skills of the students. To orient students towards facing competitive examinations, the Cell holds regular sessions, thus helping them to tackle stress/pressure situations.

Besides the above, the Counselling Cell offers ready help and guidance to students for any other problem that they might face, thereby smoothening their journey in the college and preparing them for their future lives ahead.

Career Guidance and Counselling Cell Committee Members:

- Fr Prince C. P
- Dr E. Deepak D'silva
- Mrs Anila Kumari B
- Mr Krishna
- Mr Praveen N

• **Career guidance Programme List**

SI. NO.	Date/ Time	Programme Title	Venue	Resource Person	Target group	No. Of beneficiaries
1	17/01/2014	Key steps to an effective presentation	St. Philomena College Puttur	Fr. Prince C. P & Mrs Supreetha (Dept of MSW)	Final Year BA	53
2	23/01/2014	Career guidance and Self Skill Training	St. Philomena College Puttur	Fr. Prince C. P & Mrs Supreetha (Dept of MSW)	Final Year Bcom	87
3	23/01/2014	Life Skill Education	St. Philomena College Puttur	Fr. Prince C. P & Mrs Supreetha (Dept of MSW)	Final Year BBM	70

4	24/01/2014	Leadership training	St. Philomena College Puttur	Fr. Prince C. P & Mrs Supreetha (Dept of MSW	Final Year BSC	56
5	31/012014	Assertive training	St. Philomena College Puttur	Fr. Prince C. P & Mrs Supreetha (Dept of MSW	Final Year BSW	23

Counselling details / Career

Sl. NO.	Date	Time	Counselling Issue	Venue	Name of the Counsellor	No. Of Sessions handled
1	15/06/2014 to 28/07/2014	Between 10 am to 4.30 Pm (Admission Time)	Academic Choice	Conference Hall & Dept of MSW	Fr. Price C.P. & Mrs Anila Kumari B	23 (23 students approached counsellor for academic choice)
2	15/06/2014 to 28/07/2014	Between 10 am to 4.30 Pm (Admission Time)	Job Opportunities	Conference Hall & Dept of MSW	Fr. Price C.P. & Mrs Anila Kumari B	9 (09 students approached counsellor for asking job opportunities)
3	15/06/2014 to 28/07/2014	Between 10 am to 4.30 Pm (Admission Time)	Feasibility of Career	Conference Hall & Dept of MSW	Fr. Price C.P. & Mrs Anila Kumari	2

Counselling details / Personality

Sl. NO.	Date	Time	Venue	Name of the Counsellor	Problem faced by client	No. Of Sessions handled
1	11/08/2014 to 27/08/2014	4.30pm to 5.30 pm	PG Conference Hall & Dept of MSW	Mrs Anila Kumary (Dept of MSW)	Interpersonal Relationship Problem	9
2	4/08/2014 to 6/08/2014	4.30 pm to 5.30 pm	Dept of MSW	Fr. Prince C.P (Dept of MSW)	Study Anxiety	3
3	10/02/2014 to 11/02/2014	4.30 pm to 5.30 pm	Dept of MSW	Mrs Spreetha (Dept of MSW)	Exam Anxiety	2
4	14/01/2014 to 15/01/2014	4.30 pm to 5.30 pm	Dept of MSW	Mrs Anila Kumary (Dept of MSW)	Stage fear	2
5	5/11/2013 to 12/11/2013	4.30 pm to 5.30 pm	PG Conference Hall	Mrs Spreetha (Dept of MSW)	Family Problems	4
6	17/10/2013 to 19/10/2013	4.30 pm to 5.30 pm	PG Conference Hall	Mrs Spreetha (Dept of MSW)	Emotional Problems	2

298

No. of students benefitted

5.7 Details of campus placement

	<i>On campus</i>		<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
1	60	12	2

- Orientation programme was organised on “Stress Management”.
- Interaction programme with Shakuntala shetty, MLA, Puttur.
- “Food Expo” was organised
- Celebrated “International Women’s day” .
- Intra class essay competition organised for the lady students of the college.
- “Motherhood and Health Care” A talk was organised.
- “ Is women Empowerment in India a dream?” A Debate competition - was conducted.
- “Gender Uniformity” – A talk was organised for the lady students.
- “Career Guidance” for all final year degree lady students was organised.
- Women’s Day was celebrated on the theme ”Inspiring Change” by the P.G Department.

5.8 Details of gender sensitization programmes

5.9 Students Activities

2

11

5.9.1 No. of students participated in Sports, Games and other events

NIL

State/ University level	National level	International level
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4

12

No. of students participated in cultural events

NIL

State/ University level	National level	International level
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NIL

NIL

2

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level	National level	International level
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NIL

NIL

NIL

Cultural: State/ University level	National level	International level
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5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	57	5,32,447
Financial support from government	329	9,13,063
Financial support from other sources	74	1,58,709
Number of students who received International/ National recognitions	-	-

-

-

3

5.11 Student organised / initiatives

-

-

3

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

22

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: 7

Criterion – VI

6. Governance, Leadership and Management

Vision – To be premier Institution for Higher Education, constantly in service to the society in the field of education and welfare.

Mission – To educate and train the young knowledge seekers for their holistic development to make effective contribution to the society.

6.1 State the Vision and Mission of the institution

1. Student admission through MIS – collection of fees – remittance of fees to the bank – accounts.
2. Student admission details – category/caste wise/ course wise/ combination wise/ subject wise.
3. Students records – transfer, migration, eligibility certificates and marks cards are stored.
4. Examination system computerized – Attendance, internal marks are recorded.

6.2 Does the Institution has a management Information System

6.3 Quality improvement strategies adopted by the institution for each of the following:

College is affiliated to Mangalore University and strictly follows' the syllabus prescribed by the University. The College also provides ample opportunity to the students for their all round development through curricular and co-curricular activities like NCC, NSS, Performing Arts, Clubs and Associations.

6.3.1 Curriculum Development

- Encouraging the teachers to attend Orientation courses or such other training programs to make them aware of the innovations in teaching and learning methods and techniques.
- Faculty evaluation by students is an important component that has helped in quality improvement in teaching learning and in modification of the syllabi.
- Faculty empowerment programmes have given impetus to the output in terms of teaching, research and training.
- Identifying both the advanced and slow learners and provide them with proper guidance for the overall academic growth of the college.
- Utilizing innovations in the field of information and communication technology in teaching and learning.
- Encouraging the habit of independent learning.

6.3.2 Teaching and Learning

6.3.3 Examination and Evaluation

6.3.3 Examination and Evaluation

- Regular unit tests and Two internals for a semester is conducted by the Examination Committee
- Advanced Learners are provided with Reference books and slow learners are

provided with remedial classes

- Results of internals are informed to the parents

6.3.4 Research and Development

6.3.4 Research and Development

- Providing research facilities in all departments encouraging the teachers and PG students to undertake research activities.
- Students too are mainstreamed into research right from under graduation. They carry out small scale research activities under the supervision of the faculty.
- Engaging the teachers and students in research activities by providing maximum possible relaxations in allowing them with laboratories, library resources and leave facility.
- Training students to do project works strictly in accordance with the principles of research methodology.
- Motivating teachers for doctoral studies.
- Inspiring them to take up research projects funded by various organisations.

- Two separate libraries for the post-graduate as well as under- graduates
- Library is automated with standardized Library Management Software “Easylib” and OPAC Facility
- Circulation of books with a help of Barcode Technology
- Free broad band internet facility in both the libraries.
- CCTV Facility
- Books added-
- **Text books- UG-439 PG-1344**

Reference Books- UG- 59

Journals and Newspapers- UG- 100 PG-25

Physical Infrastructure

- New building for Post Graduate Studies is Extended and new rooms have been constructed
- New block in Women’s Hostel
- New entrance has been extended and two way road has been developed
- The Under graduate Office has been renovated.

6.3.5 Library, ICT and physical infrastructure / instrumentation

6.3.6 Human Resource Management

6.3.6 Human Resource Management

- Ensure the involvement of maximum number of students and teachers in the management of major events like fests, talents day and cultural programmes held on the campus.
- Assigning specific roles to individuals make every collective human efforts
- Encouragement for promoting leadership qualities
- Conducting Interdisciplinary Courses

6.3.6 Human Resource Management

Procedure followed in the faculty and staff Recruitment

- Advertisement in newspapers regarding the vacancy in the College
- Receiving applications from the Applicants
- Screening and Selection
- Selected Applicants are called for Interview
- Eligible applicants are recruited.

6.3.7 Faculty and Staff recruitment

6.3.8 Industry Interaction / Collaboration

- Organizing industrial visits or study tours by the Respective departments
- The UG as well as PG Department of Social Work is organizing study tour to various industries and also con-current field work practice in various industries.
- The College has a placement cell which gives necessary information about the job opportunities in various industries

Procedure for admitting the students

- Advertisement in News papers, FM radio, Local announcement in churches and Displaying in Notice Boards
- Applications are issued and collected from the applicants

- ‘Roaster System’ is followed in the admission procedure
- ST/SC and minority students are given preference by the College

6.3.9 Admission of Students

6.4 Welfare schemes for

Teaching	Health Insurance Scheme with a minimum contribution from the staff . ESIC and EPF as applicable
Non teaching	Health Insurance Scheme with a minimum contribution from the staff . ESIC and EPF as applicable
Students	<ul style="list-style-type: none"> • ill students during the College timings are given with medical facilities and are paid by the College • Fee Concession is provided to the economically backward students • College provides for the promotional activities of sports persons and also gives financial assistance to attend Fests, Seminars and Conferences.

Rs.2,83,98,743/-

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	-	-	YES	IQAC
Administrative	-	-	YES	Management

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes Yes No

For PG Programmes Yes No

- NA-

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

The college gives more emphasis on co-curricular and extra-curricular activities. Though there is no much role of the college in designing the syllabus for regular courses, those teaching staff who are in the Board of studies in the university play effective role. However apart from this the college conducts a numerous need based

Certificate Courses for which the syllabus is drawn by the teaching staff, adopted and implemented. The students are trained in Performing Arts, Yakshagana and various other co-curricular activities.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

- Annual General Body meeting- 2014
- Alumni Day-2014
- Condolence Meeting to pay a tribute to Late Rev. Fr. Henry Castelino, Former Principal.
- Financial Support to University Level Inter- Collegiate Fests – Facula-2013, Phoenix Fest, Sci- Fest, Pinnacle- the IT Fest
- Honour to proud alumni of the College
- Environment and Consumer Right Campaign- 2013-14
- Sports Meet on the occasion of Annual Day Celebrations on various issues
- Meeting of Executive Committee

6.11 Activities and support from the Alumni Association

- Student Teacher Interaction Programme
- Financial Assistance to
 - University Level Inter Collegiate Fests- Facula-2013, Sci- Fest, Pinnacle- the IT Fest.
 - National Seminars
 - ‘ Jatha’ organised by NSS, Consumer Forum and Rovers and Rangers.
 - Golden Jubilee Memorial Scholarship
- Honouring University Rank Holders
- Annual General Body Meeting

6.12 Activities and support from the Parent – Teacher Association

College conducted National Seminar for the Support Staff and also encourages the non-teaching staff to attend seminars and Conferences.

6.13 Development programmes for support staff

- Rain Water Harvesting in the campus
- Green audit
- Vanamahotsava Programme
- Plastic free Campus
- Waste Management
- Environment Rally and Street Play
- Flower Garden

6.14 Initiatives taken by the institution to make the campus eco-friendly

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the

functioning of the institution. Give details.

- Manuscript magazine

- Interclass exchange programme

- Celebration of National Days through Rally and street plays.

- Educational Rural Camps initiating with surveys, series of need based awareness programmes.

- Summer Internship Programme

- Vision – 2013 (intra class IT Fest)

- Interaction with foreign scientist

- A web based software in administrative office

- News letter (Quarterly) 4 to 8 pages on health and social work themes.

- Rural Satellite Community Mental Health Clinic.

- 7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year
- 5 National Level Seminars (Dept. Of Mathematics, Dept. Of Botany, Dept. Of Computer Science, Dept. Of Social work, College Administrative Office)
 - Pinnacle – 2013 Intercollegiate IT Fest
 - Facula – 2013 Management Fest
 - Science Fest – 2013
 - Physics Fest – 2013
 - Maths Quest - 2014
 - Mangalore University Intercollegiate Best Physique and Weight Lifting Competition
 - Antiques Exhibition – Humanities Association

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study*)

Manuals)

- Community engagement through Rural Camps.
- Students door to door Counselling.

Refer Annexure - II

**Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

- Rain water harvesting
- Celebration of World Environmental Day
- Environmental Awareness Rally and street play
- Poster presentation to create awareness on endangered and endemic plants of western ghats
- Publication of articles to create awareness to the public on Environmental Protection
- Workshop on Vermicompost
- Celebration of Vanamahostava
- Discussion on environmental issues
- Netravathi river diversion project – Interaction programme
- A Talk on Green Chemistry
- Flower Garden – In front of Men's Hostel
- Plastic free campus
- Supply of waste food items to pig, poultry
- Vanasamrakshana Samithi near forest area.
- Birthday Celebration with go green policy.

- Celebration of Ozone Day.
- Organic vegetable farm and herbal medicinal plants farm in the campus.

7.4 Contribution to environmental awareness / protection

7.5 Whether environmental audit was conducted? Yes No

Environmental auditing is in progress with the help of expert environmental engineers. Environmental training was given to NSS and Eco Club members who in turn undertaking the entire process. The final output will be consolidated shortly.

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

- **Celebration of National Festival**
- **Mentoring system**
- **Remedial Coaching**
- **Health and Hygiene Programmes**
- **Health Camps.**
- **Talents Day Programme**
- **Fresher's Day, New year party, Sports Day, Send off – Women's Hostel**
- **Immediate treatment to sick students**
- **Enrolment of names in the voter list**
- **Prayer service in Hostels**
- **Personality Development and Quality Improvement Programmes in Hostels**
- **Power point presentation by the staff and the students**
- **Government and Private scholarship to the students**
- **Field visit programmes**
- **Student seminars**
- **Wall Board Magazine**
- **Student resource persons to the High School students**
- **Guidance to students to write articles**
- **Study tours**

- **Recognition of the achievers in curricular and co curricular activities**
- **Two Kannada documentaries on student empowerment theme.(Eg: on adolescent drug addiction consequence and remedy)**
- **Family therapy workshop for practitioners : 3 day residential programmes.**
- **Institutional Industry tie up.**

- Allocation of extra lab hours for the completion of work
- Interactive class sessions
- Best Library User award
- Extra study materials to advanced learners
- Training in Art and Culture
- English Language Learning programmes
- Mid Meals for deserving students
- Student Research Project
- Advanced learners conduct seminar for lower classes
- Advanced learners evaluate answer papers of their peers
- Learning in groups – preparation of seminar paper charts etc.
- Senior student demonstrate hardware/software experiment to their juniors
- Summer coaching camps on selected few games
- Book Exhibitions
- Ethnic day celebration
- Demo classes

- **Academic plan**
 - **New UG Courses**
 - B.Com – Additional Batch in
B.Com
 - BA - Journalism
English (Optional)
 - B.Sc - Home science
 - **New Post Graduate Courses**
 - M.Sc - Computer Science
 - MA - Economics, Hindi
 - **Certificate Courses**
 - Jewellery Designing
 - Yoga
 - Cookery
 - Stock market
 - Amara-Bhasha –Subodhini
 - Life skill Education
 - Food Chemistry
 - Basic Mathematics
 - Prayogic Hindi
 - Nurseries and Gardening
 - Diploma courses
 - **Academic audit**

- **Conferences/ Seminars/Workshops at various levels.**
 - **Research Journal**
 - **Infrastructure**
 - Usage of Wi-Fi for the entire campus
 - College bus facility
 - Completion of PG building
 - **Student welfare programmes**
 - Organizing high profiled competitions and fests
 - Promoting students to actively participate in cultural programmes, Scout and Guides, NSS, NCC, Trekking and Science Forum.
 - Training in Classical Arts.
 - **Staff development programmes**
 - Regular Staff interaction.
 - Yearly orientation for the lecturers to enhance their skills and knowledge.
- 8. Plans of institution for next year**

Name: Mr. Udaya K

Udaya K

Signature of the Coordinator, IQAC

Name : Mr. Leo Noronha

Leo

Signature of the Chairperson, IQAC
