YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	MODERN EDUCATION SOCIETY'S M. M. ARTS AND SCIENCE COLLEGE
• Name of the Head of the institution	Dr. T S HALEMANE
• Designation	Principal (in-charge)
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	08384295677
• Mobile no	9449798970
• Registered e-mail	mmcsirsi@yahoo.in
• Alternate e-mail	tshalemane123@gmail.com
• Address	Modern Education Society's M. M. Arts and Science College, Sirsi, Vidyanagar, Sirsi, Uttara Kannada District
• City/Town	SIRSI
• State/UT	KARNATAKA
• Pin Code	581402
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Semi-Urban

• Financial Status	**Grants-in aid**
• Name of the Affiliating University	**KARNATAK UNIVERSITY DHARWAD**
• Name of the IQAC Coordinator	**M P BHAT**
• Phone No.	**9945937335**
• Alternate phone No.	**08384272155**
• Mobile	**9945937335**
• IQAC e-mail address	**mmasciqac@gmail.com**
• Alternate Email address	**ganeshwinu16@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	http://www.mmcartsandsciencesirsi.co .in/iqac.php
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	http://www.mmcartsandsciencesirsi.co.in /calendar.php

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	**A**	**3.09**	**2011**	**30/11/2011**	**29/11/2016**
Cycle 3	**B**	**2.43**	**2018**	**16/08/2018**	**15/08/2023**

6.Date of Establishment of IQAC	**09/07/2004**

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

Institutional/Depa rtment /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	**NIL**	**NIL**	**2021**	**0**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**	
• Upload latest notification of formation of	View File	

IQAC		
9.No. of IQAC meetings held during the year	2	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
• If yes, mention the amount		

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

Extension activities and Webinars.
Awareness programs.
Reach out programs: RTPCR test and COVID-19 vaccination for faculty, students, and public.

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
Extension activities and Webinars.	Several International, National and State level Webinars from various departments were organized through IQAC.
Awareness programs.	Health Awareness programs were conducted.
Reach out programs.	Students' survey on their psychological conditions during the pandemic COVID-19 was conducted.

13.Whether the AQAR was placed before	Yes	

statutory body?

- Name of the statutory body

Name	Date of meeting(s)
College Sub-Committee	09/02/2022

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021	29/01/2022

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	3

File Description	Documents
Data Template	[View File](#)

2.Student

2.1 Number of students during the year	871

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	840

File Description	Documents
Data Template	[View File](#)

2.3	283

Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**56**

File Description	Documents
Data Template	View File

3.2 Number of sanctioned posts during the year	**63**

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	**50**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**11.97**
4.3 Total number of computers on campus for academic purposes	**80**

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

1. The curriculum will always be designed by the university (Karnatak University Dharwad), and the same is implemented by the college.

2. The curriculum is considered a body of knowledge to be transmitted and attempt to help students to achieve their goals. The academic calendar provides the date of commencement of academic sessions, duration of the semester, period of internal assessment tests, final semester examinations, etc. In addition to these, the departments take care of teachers' dairy, daily lesson notes, use of ICT tools, field projects, on-the-job training, use of various academic software, feedback mechanism, etc. for effective curriculum delivery.

3. The purpose of the institutions' mission is education through the dissemination of knowledge, science, and culture.

4. The college plans and executes its curricular, co-curricular, and extra-curricular activities through various departments to shape the personality of the students.

5. Focused on talent hunt and motivating students to participate in activities like attending workshops, conferences, and promoting paper presentations, etc.

6. Students were exposed to various platforms to enhance their potential skills, social responsibility, and nationality.

7. Priority is given to the timely completion of the curricular aspects, so as to provide the students with enough time for the examinations.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	Nil

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

The institution adheres to the university academic calendar, and the action plan is prepared by the college:

*At the beginning of the semester, faculty members inform the students about assessment process.

*The internal test time table is prepared as per the university academic calendar and are communicated to the students by displaying

on the notice board and forwarding message in the WhatsApp group.

*For the smooth conduct of the internal test the invigilators are assigned to each examination hall.

*Evaluation of the answerscript are done by course handling faculty members and are distributed to the students for verification and the final marks are sent to University.

*For Lab courses an internal practical test is also conducted as per University practical Examination Pattern in all the subjects.

*During the current accademic year, the Examinations are conducted as per the Covid 19 rules.

*Mentor system is introduced to improve academics ofall the students, the slow and advance learners are identified andnecessary inputs are providedto improve their academic performance.

* Teachers are evaluated by the students.

*Thus continuous evaluation of students is carried by faculty regarding Theory classes, Labs, Assignments, Unit tests, Projects, Field visits etc.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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	View File

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	View File
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
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)

0

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	**No File Uploaded**
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

100000

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

Gender

- A number of programs are conducted through the Bhoomika ladies wing for girl students.
- Bhoomika organized an online National level E- quiz on the topic ofGender equality awareness, from 26-8-2021 to 30-8-2021.

Environment and sustainability

- N.S.S promotes environmental protection program through tree plantation.
- Every year N.S.S unit undertakes a host of activities in the nearby village during its annual special camps, and organizes various environmental-related programs like tree plantation, cleaning of gutters, cleaning of the village, rejuvenating the village ponds, etc.
- Vanamahotsava was organized by theDepartment of Geography in association with SBI Sirsi, and the Rotary club Sirsi.
- Department of geography organized a one-day national webinar on the topic "Linking Management practices of Forest and River system with the livelihood of Local community in western Ghats of Karnataka -Possibilities and success stories".

Human values and Professional ethics

- The collage celebrates Valmikijayanti, Gandhi jayanti, and Kanakadasa jayanti.
- IQAC, NSS, NCC, Scouts and Guides, Red Cross in association with Youth for Seva Sirsi- celebrated Swami Vivekananda Jayanti and National Youth Day.An invited Lecture was arranged on the topic Swami Vivekananda and Social service by Shri B.

G. Shridhar, LIC Development officer Sirsi.

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

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

10000

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
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
Institutional Data in Prescribed Format	View File

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

10000

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	B. Any 3 of the above

from the following stakeholders Students Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	http://mmcartsandsciencesirsi.co.in/ticker/1.4%20Students,%20teachers,%20alumni%20feedback.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	**No File Uploaded**
Any additional information	**No File Uploaded**

1.4.2 - Feedback process of the Institution may be classified as follows	**C. Feedback collected and analyzed**

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	http://mmcartsandsciencesirsi.co.in/ticker/1.4%20Students,%20teachers,%20alumni%20feedback.pdf

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 students admitted during the year

871

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

608

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

Measures are taken to address the needs of students with different levels of competence as below.

Steps taken for advanced learners:

- Provided with references to journals and advanced study material
- Encouraged to make presentations, write papers, and participate in state, national, international webinars
- During the lockdown, the period provided hands-on training in using the latest techniques in laboratories
- Semester toppers and university rank holders are felicitated and display their photos in the latest and local newspapers.

Steps taken for slow learners:

- During the lockdown period efforts are made to identify the cause of their personal problems and appropriate solution are worked out
- Slow learners are given more attention both inside and outside the classes. Encouraged to take part in developmental activities. Those with potential eventually graduate to leadership roles
- During pandemic period efforts are made to identify and nurture their skill and talents in order to boost their confidence
- Teachers provided materials to slow learners in the form of PDF format

Teachers use online teaching platforms like WhatsApp, Teachmint app, etc. to connect with the students individually and collectively

beyond the classroom for giving extra information and support.

File Description	Documents
Paste 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
871	56

File Description	Documents
Any additional information	[View File](View_File)

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

Institution strongly believes in the adaptation of students' centric methods to enhance student involvement as a part of participative learning and problem-solving methodology and is reflected in project work, field visits, industrial visits and lectures by eminent personalities, etc.

The institution has adopted the following students' centric methodology:

1. Departments such as Botany, Zoology, and Sociology entrust the task of preparing the mini-project to students and guides from time to time.

2. For real-time exposure students are encouraged to participate in various competitions at different levels.

3. Life science faculties identify and propose academically significant field visits. The chemistry department plans and organizes industrial visits to provide exposure to industrial work culture. Unfortunately, due to corona pandemic disease and lockdown, the department was unable to organize the industrial visits during the current academic year.

4. Guest lectures by eminent academicians are organized to supplement the teaching process, and experiential learning during the lockdown period also by conducting webinars.

5. All departments organize students' activities to promote the spirit of teamwork. The activities of N.S.S, Red Cross, Rovers and Rangers, and N.C.C. help the students to learn the art of living in a team for social and community welfare.

File Description	Documents
Upload any additional information	[View File](#)
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

The institution follows ICT-enabled teaching in addition to traditional classroom education. Subsequent efforts are taken by the institution to provide an e-learning atmosphere in the classroom. Today, it is essential for the students to learn and master the latest technologies in order to be corporate ready. As a consequence, teachers are combining technology with the traditional mode of instruction to engage students in long-term learning.

- In addition to the chalk and talk method of teaching, the faculty members are using IT-enabled learning tools such as PPT, Video, Audio systems, Online sources to expose the students to advanced knowledge and practical learning.
- Classrooms are furnished with LCD/OHP/Computers.
- Desktops and laptops are arranged at the computer lab and faculty cabins all over the campus.
- Printers are installed at labs, HOD cabins, Principal Cabin, library, and office.
- Seminar rooms are equipped with all digital facilities.
- Smartboard is installed on the campus.
- Online classes through Zoom, Google Meet, Microsoft Team, Teachmint App.
- Much focus has been given to online classes during the current academic year due to corona pandemic disease and subsequent lockdown.

The overall college uses Information and Communication Technology (ICT) in education to support, enhance, and optimize the delivery of

education.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	**No File Uploaded**

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

56

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

56

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	**No File Uploaded**

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

1

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

33

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.

The college has a transparent and robust evaluation process. 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 mainly on a merit basis giving social justice to all. Students who are admitted for the concerned course are assessed continuously through various evaluation processes. Continuous evaluation is made through GD, unit tests, assignments submission, field visit/fieldwork, and seminars presentation using PPT. Unit tests are conducted as per the schedule given in the university academic calendar. The performance of the students is displayed on the notice board and communicated.

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For transparent and robust internal assessment, the following

mechanisms are adapted.

1. Internal Examination Committee.
2. Question Paper Setting.
3. Conduct of Examination.
4. Performance display.
5. Interaction

The seminar presentation and GD improve the communication skills of the students which are very essential to face the interviews. Due to internal assessment, the interest of students in the learning process has been greatly increased. In this way mechanism of internal assessment is more transparent and robust.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

There is complete transparency in the internal examination. At the beginning of the semester faculty members inform the students about the various components in the assessment process.

- The internal assessment test schedules are prepared as per the university academic calendar and communicated to the students displaying on the notice board and so also forwarding the message in students WhatsApp group well in advance.
- To ensure the proper conduct of formative tests, invigilators are assigned to each hall.
- Evaluation is done by the course handling faculty members. The evaluated answer papers of the students are distributed to them for verification by the students and queries or grievance is redressed immediately by the concerned course teacher.
- For lab courses, an internal practical test is also conducted as per the university semester-end practical examination pattern.

Redressal of grievances at institutional level:

- The continuous evaluation of students is carried out by faculty regarding theory lectures, labs, assignments, unit

tests, projects, field visits. If students are facing any
problems or queries if any is discussed positively with
faculty and HOD.

- The grievances during the conduction of examinations are
  considered and discussed in consultation with the principal
  and redressed.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The curriculum of the programs is designed by the university, the
college teachers have to define the program outcomes for each
program offered by the college.

Mechanism of communication:

1. All the departments in our college conduct regular programs
   along with specific additional courses as per the directions
   of the IQAC of the college.
2. The outcomes are displayed on the notice board.
3. The students are informed about the outcomes in the induction
   meeting of the principal.
4. The program outcomes are also displayed on the college
   website.
5. These are also communicated to the students' community in
   regular classes.
6. The assessment of students in the light of POs, PSOs, and CO
   is done regularly that our faculty know how well their
   students understand the various topics present in the course.
7. The assessment of students provides feedback to the faculty
   and benefit in improving the teaching-learning process.
8. The college cares every effort to make the students full of
   knowledge and skills with well-developed personalities.
9. The programoutcomes are measured by assessing the performance
   of the students in the role they play in various co-curricular
   activities such as NSS, Youth festival, etc.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://www.mmcartsandsciencesirsi.co.in/sportal/2.6.1.pdf
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

The assessment tools and processes used for measuring the attainment of each of the program outcomes and program-specific outcomes are mentioned below.

- POs/ PSOs are assessed with the help of course outcomes of the relevant courses through direct and indirect methods.
- Direct methods are provided through direct examinations/observations of student knowledge/ skills against measurable course outcomes. These are mapped to specific problems on University examinations, internal exams, and home assignments.
- At the end of each semester, the university conducts examinations based on the result published by the university the course outcomes are measured.
- Assignments are provided to students well in advance and details are displayed on the department notice board. Students refer to the textbooks to find out answers and understand the expected outcome of the given problem.
- Knowledge and skill that students acquire in their subject and also their capacity for critical thinking are evaluated through internal tests conducted twice per semester.
- Tests are conducted to ensure that students have achieved the desired level of competencies and corresponding Cos.
- According to the performance of the student in answering each question the attainment level of the specific CO of the subject is carried out.
- The Achievement level of Women Empowerment and inclusive education is excellent.

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

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

267

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	Nil

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://mmcartsandsciencesirsi.co.in/ticker/2.7%20SSS%20Report.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)

0

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)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

100000

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

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

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

100000

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

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

An ecosystem is created in the college campus through the utilization of academic material resources in the library, various

types of equipment available in all the science departments, ICT facilities, archeological and rock museums. There is a system for the creation and promotion of innovation through activities of various functionaries and departments in the college.

Students lead in creative designing, editing, reporting, and contribution in the form of articles, poems in College Magazines like 'Mayura', 'Chem-Whiz' (Dept. of Chemistry), 'Todalu Nudi', Ambegalu' & 'Srujana' (Dept. of Journalism). A unique students' discussion forum by the name 'Socratic Dialogues' is also another wonderful platform that promotes them to think and speak in a group. Several departments undertake seminars as compulsory assignments, Science-Forum and other units of the college occasionally organize seminar and speech competitions. These activities usually make the students more competent and learn to be innovative in their activities. Department of Chemistry used to host 'Departmental Discussion Forum' an inter & intra departmental activity for the lecturers, in which a faculty presents a topic followed by the discussion. Although covid-19 hampered these activities during this academic year, that almost entirely went online, however, as these activities create a wonderful ecosystem for innovation among the learners, will be continued hereafter. The institution always encourages the lecturers to undertake research assuring them to continue their service in the college after completing their Ph.D.

Several webinars organized through the IQAC were quite useful even to the students, as they could be able to listen to many resource persons from various distant places.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

100000

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

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

100000

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	[View File](#)
Any additional information	**No File Uploaded**

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

6

File Description	Documents
Any additional information	[View File](#)
List of research papers by title, author, department, name and year of publication (Data Template)	[View File](#)

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

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

2

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

The college regularly conducts extension activities in the surrounding villages and outside. The N.S.S., N.C.C., Red- Cross, Scouts &Guide, and Ragers & Rovers units of the college have their involvement in various types of extension activities. This will transform the outlook of students and inculcate leadership qualities among the youth. They will prove to be good administrators, good human beings with good moral behavior, and responsible citizens in the future. Such citizens help in the process of Nation building.

The volunteers N.S.S., Scouts &Guide, and Ragers & Rovers' of our college worked hard joining their hands with the Health Department in the Covid-19 vaccination campaign keeping their lives at risk.

Apart from these units our Science-Forum also used to organize a unique extension activity called "Education Expansion Experiment" for the last two years. However, due to the pandemic period, this activity couldn't be undertaken.

The IQAC of the college took the right initiative of organizing several useful 'Webinars' during the pandemic situation, through various departments of the institution. Two international, one national, five state, one university, and one college-level webinars were held on various themes including covid-19 awareness, Yoga, and Environment day. These webinars were quite useful to the attendees from all over the globe as indicated in the feedback reports.

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

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

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

2

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	View File

3.4.3 - 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

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

9

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

430

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

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

2

File Description	Documents
e-copies of related Document	View File
Any additional information	**No File Uploaded**
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

0

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.

Our institution provides a blended mix of the physical and digital medium to provide a highly engaging and conducive environment for effective teaching-learning and progressive academic development.

In order to achieve its ambition of being an excellent education provider, the institution is committed to facilitating a number of services to the students as well as staff.

Classrooms: The classrooms are quite spacious, well light, and ventilated. Many classrooms are equipped with mike, LCD, projectors along with the provision of internet connection through Wi-Fi, a podium for faculty members, and CCTV surveillance for security & safety of the students and staff.

Laboratories: The Institution has fully equipped laboratories for Physics, Chemistry, Botany, Zoology, Electronics, Biotechnology, Computer Science, Geography, Music & Mathematics. The Computer Science lab is furnished with all the latest hardware and software systems which are updated regularly to cater to the current demands.

Computing Facilities: The College campus is interconnected to the Internet through broadband provider and has the provision of computing facilities comprising of the latest computer machines linked to the latest software, communication, and print services. Students are provided with wireless laptops to help them access the internet. The internet enables close online interaction between faculty and students.

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.

Audio-Visual facility for Co-Curricular & Extra Curricular activities:-

The institution has a well set Audio-Visual Auditorium/Function Hall

with 200 seating capacity to conduct various academic activities related programs like seminars, youth festival-related programs, health hygiene-related informative programs, blood-donation camp under Youth Red Cross organization, and Covid-19 vaccination center, etc.

Library: The mission of our library service is to facilitate the dissemination of knowledge through knowledge resources. Our library offers a wide range of study materials on varied subjects. It has a rich collection of 73572 books.

Sports: Adequate infrastructure is provided for Indoor, outdoor games, and extracurricular activities. A multipurpose sports stadium adjacent to the college building is used for various outdoor sporting activities.

Gymkhana: The institution has a separate gymkhana room for indoor games like T.T and Chess. Apart from that gymkhana is equipped with other basic fitness equipment.

Music: Department One salient feature of our institution and infrastructure is the existence of the Music Department.

Yoga Centre: The institution has also set up a yoga center to promote the physical and mental health of students along with intellectual permits.

Youth Festivals: Our institution organizes cultural programs and competitions in different fields to promote cultural heritage and talents.

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.

30

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)

11.9727

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)

Now a day's most of the subjects are multidisciplinary and students or users are guided to the self-learning environment where a well-equipped library can help them to go to the depth of the subject and gain knowledge. Our College library is providing good facilities for the readers in this regard.

Our library is vast in space as well as equipped with 74,000+ books and offers different sections and facilities such as Text Books, Reference Books, UGC Book Bank Scheme, Question paper, ICT, Periodicals, Xerox, and Wi-Fi connection, with some other facilities.

We develop, Organize, provide access and preserve materials to meet the needs of present and future generations of students and staff. A

good and efficient Library will certainly help readers to meet new challenges.

- Name of ILMS Software:

e-Lib Library Software.

- Nature of Automation (fully / partially):

Partially.

- Version:

16.2

- Year of Automation:

2011

File Description	Documents
Upload any additional information	View File
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	View File
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)

0.65

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

40

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 main objective of the institution is to provide skill based education to the students. The institution provides IT facility to students so that they can get required information by accessing internet. Also, whenever computer based solutions are required, regarding subject matters, computer access is provided along with the needed subject guidance.

All the science departments are providing computer facility at the department level. Computer Science department is having 2 efficiently working labs consisting of 32 computers in total. In addition to that, other departments like chemistry, botany, bio-technology etc., are also providing internet access points. Students are provided with online study materials and reference guide in all the departments. Institution has digital library that provides online study materials and other information. ICT section in library provides computers with internet access facility, whenever students are in need of internet, especially Arts students, they can make use of this ICT section effectively.

Network facility is provided includes all the departments, office

room for the administrative work, and library for reference purpose and library maintenance. There are total 80 computers working effectively in the institution. All the computers are updated with latest operating systems and software as per the requirement.

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

4.3.2 - Number of Computers

80

File Description	Documents
Upload any additional information	View File
List of Computers	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)

11.9727

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 departments viz. Chemistry, Physics, Electronics, Computer Science, Botany, Zoology, Biotechnology, Geography, Journalism, Music, History(Archaeological museum) are well equipped with the basic amenitiesneeded to carry out the experimental learning as per the curriculum. All the departments involve their students in various projects/assignments apart from their regular practical sessions, wherein they will be making the best use of the existing lab facilities. College Library helps the students to meet the new challenges.

The induction program usually done for the first-year students at the beginning of the semester helps them to better understand the role of the students. The college is acquainted with the entire requisite infrastructure essential for promoting sports activity among the students. Almost every year our

students used to bag the credit as 'University Blues'. Drinking water points are made available to all students in various places. ladies hostel for girl students is made available, this facility will help those students they are from the rural area.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

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

4

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
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

100

File Description	Documents
Upload any additional information	View File
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	**D. 1 of the above**

File Description	Documents
Link to Institutional website	**Nil**
Any additional information	View File
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

0

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

0

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	**E. None 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	**No File Uploaded**

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

5

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student placement during the year (Data Template)	View File

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

106

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
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

1000000

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<u>View File</u>

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.

0

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)	<u>View File</u>

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)

Inculcating leadership quality is one of the chief objectives of higher education. As the best practice of this objective, every year Students Union Election is conducted in the college in which

students elect their class representatives through secrete ballot voting systems. Elected class representatives further vote to elect Union and Sports Secretaries. Each class representative is nominated as a member of the functionary committee. Being members of different functionary committees, students' representatives actively participate in organizing cultural and sports activities in the college. They also provide suggestions for the improvement of the academic ambiance.

File Description	Documents
Paste link for additional information	Nil
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

0

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
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)	View File

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 institution has a strong Alumni association, conducting alumni meetings once in a year, in the month of February/ March.
- Suggestions given by alumni are considered for the overall improvement of the institute.
- The alumni have contributed in terms of placement guest

lectures and infrastructure.
- The alumni association builds a network among alumni and also connects with the corporate world.
- The association helps in building interactive sections to motivate current students about employability and educational opportunities.
- The alumni provide feedback on their abilities gained during their course and provide valuable recommendations for improvements.
- The alumni are advised to keep in touch with associations and participate in its meetings and furnish updates of their career progress.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs

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

The Institution is practicing decentralization and participative administration and management, through the delegation of authority and provides operational autonomy to the departments and various committees. Thus our institution has been practicing a decentralized governance system. The principal holds regular meetings with teaching and non-teaching staff and ensures the total participation of all concerned members. At the beginning of every year, various committees are formed, the responsibilities are assigned and communicated to the faculty by either staff meetings or the notices.

The institution provides operational autonomy to various committees and also initiates the proposals for academic, administrative, and developmental activities. These proposals are submitted to higher

authorities for further action. The institution delegates authority and provides operational autonomy to the departments and thus it decentralizes the governance system. The office administration of the college is headed by the office superintendent followed by FDA, SDA, and the menial staff who are assigned with their respective work. The college also promotes a culture of participative management. The institution is practicing a culture of scientific participative management with the active participation of faculty members in the conduct of the regular activities of the college at various levels. The institution promotes the system of participative management wherein every stakeholder has the freedom to express their opinions. The Management is always open to discussion with the teaching and non-teaching staff which, in turn, encourages the involvement of the staff in the improvement of effectiveness and efficiency of the institutional process.

The Principal with the Heads of the Departments discusses the needs, problems, and suggestions to improve the educational quality and infrastructure improvements to talk to the management for further action. The teaching and non-teaching staff are represented in the college committees due to participatory management. The college involves and allows the faculty members to participate voluntarily with involvement in every work including the preparation of the NAAC report. There are various committees constituted to manage different institutional activities.

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.

Student-centric methodologies such as active learning, cooperative learning, project-based learning, experiential learning, blended learning, and other ICT-based learning methodologies are effectively implemented. Teaching aids like LCD projectors and smart boards are effectively used in the classrooms to supplement classroom teaching. Departments invite academic experts from outside to share their expertise for the benefit of academia. Fieldtrips and internships help the students to gain handsome experience.

As the internal evaluation system, for various courses and programs

are being done under the guidelines prescribed by the affiliating university. Apart from the sessional examinations, some departments also adopt certain internal evaluation procedures like student seminars, class tests, home assignments, etc. It is ensured that the sessional examinations are carried on smoothly and, in a hassle-free manner. A designated committee is appointed by the Principal, which is responsible for conducting a subjectwise examination routinely.

The college believes in the holistic development of students. It provides a number of opportunities to participate in co-curricular and extension activities. It supports the students both financially and academically. Government and non-Government scholarships are made available to students. Remedial programs are offered to students with poor academic performance. Students are encouraged to participate in cultural and sports activities.

Grievance Redressal Cell ensures equity, safety, and support to students. An effective mentoring system provides counseling to students. The literary potential of students is tapped by the cultural committee and quiz club by conducting competitions regularly. Awareness on social responsibilities is created and national consciousness is promoted in camps organized by NSS, NCC, and Scout and Guides. Yoga classes are conducted for physical and mental wellbeing. Intensive training is given to NCC students to participate in the RD parade. The training and placement cell organizes campus interviews. It acts as a facilitator between students and employers. The renowned alumnae are invited as resource persons to share their expertise in the seminars, conferences, and workshops usuallyin every academic year. The Alumni Committee functions effectively to strengthen the ties between the institution and its alumnae.Feedback by all the stakeholders like students, parents, teachers arecollected and their suggestions are given the most priority during the institutional improvement process.

Placement Committee of College provides students with exposure to resume writing, soft skill training, and employment opportunities. Companies are invited to conduct interviews, offer internships and hold talks and discussions.

And hence the governance of the institution is decentralized and comprises the participative management in the entire institutional practices.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The conduct of Teacher-Parent-Students' meeting as an example of the effective deployment of the institutional perspective plan:

The principal of the college decided to conduct students cum parents meeting with teachers in the month of July. Each department separately and successfully conducted parents and student meetings online, from 6th to 30th July 2021. They allowed parents for a free discussion about being at their homes and the difficulties faced by them during the covid-19 pandemic.

The important key points discussed in the Parents and Students meetings can be listed as follows:

1. **Online classes are not as effective as offline or regular classes.**
2. **Students show less interest to attend online classes.**
3. **There will be less opportunity for students to discuss their doubts.**
4. **No scope for extracurricular activities.**
5. **The efficiency of our Principal's perseverance.**
6. **Readymade Notes became the hurdle to students' progress.**
7. **Lack of uninterrupted internet facilities in some remote village areas.**
8. **Students being far away from the library.**
9. **Students' tuition fees could be reduced.**
10. **Promoting students to the next classes without conducting exams was not actually a good move.**

Conclusion:

Even though all experienced some tough days during the pandemic, the staff members were committed to helping the students. Every department of the college conducted online classes throughout the lock-down period. Several online platforms like Google-meet, Zoom, WebEx, Microsoft-Teams were utilized to achieve this. Some

departments even conducted assignments and class tests effectively in the online mode.

The novel online Teacher-Parent-Students' meeting conducted was quite successful in understanding the actual problems of students through their parents. The college made sincere efforts to settle those, and the entire activity was greatly appreciated by the parents' community as well as by the college management.

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

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 of the institution:

The college is managed by the Modern Education Society, Sirsi, which has its governing body to take care of various educational institutions run by the society. The management general body comprises of Governing council, Standing committee, College sub-committee, Principal, and nominated representative of teaching and non-teaching staff. The principal is involved in the implementation of the perspective plans of the college. He/she ensure that academic, administration, and office accounts/administration functions efficiently through the departments and various committees constituted for the respective cause. IQAC has been established in the college which meets regularly to assess the quality deliverance of a Bachelor's degree in the institute leading to achieving the course and program outcomes. The information about the achievements, curricular,co-curricular activities and extracurricular activities carried out, participation of students in various activities and their achievements and participation of teachers in national and international conferences, seminars and workshops, etc are taken up by the IQAC. Various academic and administrative committees are constituted at the beginning of the year or as and when required and a specific task is allotted to it as per the academic and administration plans of the college. The committees are; Technical and Webinar committee, News report committee, Dairy review committee, Cleaning supervision committee, Documentation committee,

Mentor system committee, Ladies hostel supervision committee, Monthly report, and Result analysis committee, Career Guidance, Skill Development, and Placement cell, Discipline, Anti-Ragging, and Grievance Redressal committee and Student welfare unit.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the institution webpage	http://mmcartsandsciencesirsi.co.in/gallery/37.jpg
Upload any additional information	View File

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	**No File Uploaded**
Screen shots of user inter faces	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

1. "M.E.S Employees cooperative society" has been contributing to the welfare of the employees both teaching and nonteaching. Different facilities like Recurring Deposits, Fixed Deposit, Savings account, and also loan facilities like the Emergency loan, Short term loan, and Long term loans up to Rs 5,00,000/-have been provided to the employees.

2. The P.P.F. facility is provided to both teaching and non-teaching guest faculty appointed by the management.

3. State employees' group Insurance facility is extended to the employees.

4. Duty uniform is provided to the non-teaching staff by the management.

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

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

0

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

1

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

5

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	View File
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

Student feedback, Feedback from parents and alumni, Self-appraisal report, and Exit analysis. The Self-Appraisal Reports(SAR) of all the teaching and Non-teaching staff is taken on an annual basis using a structured questionnaire. Also, the students' appraisal of all the teachers in the college is done on yearly basis to assess the performance of the teachers.

The Self -appraisal reports of the individuals are submitted to the Principal that is duly recommended by all the respective heads of the departments, which is then scrutinized by the principal and further submitted to the college sub-committee. The management committee verifies the reports and relevant suggestions or actions are usually undertaken in tune with the quality sustenance of the institution.

However, the principal verifies the report of the"students' appraisal of the teachers" and takes a personal interest in guiding the teachers for quality enhancement.

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

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 conducts internal and external financial audits as per norms.

Internal audit: Two professional audit experts are designated as Revisers by the management, personally visit and check the financial status and authenticity of accounts and financial transactions, periodically. Guidance used to be given to the college accountant regarding the appropriate management of accounts if found necessary.

The external audit of the financial transactions of the college has been entrusted to a reputed Chartered Accountant by the name of Shri Uday Swadi who audits all the financial transactions of each financial year and prepares the annual audit report every year. The Government audit of financial transactions is also done periodically.

The audit objections if any were considered seriously and are suitably addressed by the principal in consultation with the management.

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

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)

0

File Description	Documents
Annual statements of accounts	**No File Uploaded**
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 institute being an Aided college the fee collection is the only major source of revenue/income generation for the institute. The other sources of funds for the college are schemes, grants received from the university / UGC / funding agencies for purchases of sports-equipments, laboratory equipment, and for conducting workshops-seminars & conferences. The Institution has a well-set mechanism to monitor the efficient utilization of the available resources. The management looks after the projected income and suitably allocates the budget to each and every department/section of the institution. Purchases are made by the departments/sections on prior permission from the principal and the bills were cleared in the proper channel.

The following are the overheads of the institute are as follows:

1. **Administrative Expenses: Property Tax, Electricity Bills, Water bills, Maintenance expenditure, technical and other infrastructural expenses.**
2. **Academics Expenses: Printing and Stationery expenses, Equipment, Chemicals, Glass-wares, LPG cylinders for labs,**

etc.

3. **Library Expenses:** Purchases of new books. A budget is prepared for each academic year and approved by the authority. The financial statement, Income, and Expenditure details are available with the institute through the Profit and Loss Account, Balance Sheet, and Ledgers.

4. Some funds are allocated for various functionaries of the college like Union-gymkhana, sports, arts circle, science-forum, etc to conduct various activities.

5. However, social service units like NSS, NCC, Red Cross, Scouts, Rangers & Rovers get the appropriate yearly fund from their higher authorities of the respective units. Each unit plans and executes several programs and the accounts of their expenditure are produced before the respective funding authorities.

The motto of resource mobilization and optimal utilization of resources is to put the institution on benchmark in tune with quality teaching, and the overall growth of the students.

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

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

The IQAC monitors each and every routine activity of the institution to ensure/assure the adequate quality is maintained throughout as that would eventually lead to achieving the institution's vision.

The college believes in the holistic development of students. Through IQAC it provides a number of opportunities to participate in co-curricular and extension activities. It supports the students both financially and academically. Government and non-Government scholarships are made available to students. Remedial programs are offered to students with poor academic performance. Grievance Redressal Cell ensures equity, safety, and support to students. An effective mentoring system provides counseling to students. The literary potential of students is tapped by the cultural committee by conducting competitions regularly.

Awareness of social responsibilities is created and National consciousness is promoted by the camps organized by NSS, NCC, and Scout and Guides. Yoga classes are conducted for physical and mental well-being. Intensive training is given to NCC students to participate in the RD parade. The 'career guidance and placement cell' organizes campus interviews and various skill enhancement programs. It acts as a facilitator between students and employers.

The feedbackcollected from different stakeholders and analyzed, like; self-appraisal reports by both the teaching and non-teaching faculty, Students appraisal of Teachers, Students Satisfaction surveys, Feedback on the curriculum by students, teachers, alumni, and parents were also collected. The analysis reports of the feedback are discussed in IQAC and possible actions are taken to improve the quality.

When the academics are severely hit by the pandemic lockdown, the IQAC ensured that the teaching is done through online mode. Several webinars were arranged to keep the flow of the academic activities. Also, RTPCR tests of all the faculty and students are conducted and the vaccination drive was successfully organized. Thus, IQAC is functional through various college committees in maintaining the quality of the institution.

File Description	Documents
Paste link for additional information	http://mmcartsandsciencesirsi.co.in/ticker/1.pdf
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

Student-centric methodologies such as active learning, project-based learning, experiential learning, blended learning, and other ICT-based learning methodologies are effectively implemented. Teaching aids like LCD projectors and smart boards are effectively used in the classrooms to supplement classroom teaching. Departments invite academic experts from outside to share their expertise for the benefit of academia. Field trips and internships help the students to gain handsome experience. In the science departments weightage is given for practical courses which enhance their skills and help them to acquire applicative knowledge. The laboratory experiments

sessions held in Science departments enhance the learning by doing. Charts and models used in science departments help develop conceptual knowledge. Ethics and Human value-orientedprograms contribute to the overall personality development of students. Subject-oriented extension programs undertaken at the department level give a live experience with students coming to know the realities at the field level. Industrial tours organized for the benefit of the students give them the right exposure they need and give them experiential learning.

The IQAC being the central body within the college, monitors and reviews the teaching-learning process regularly. It encourages the faculty to adopt new and innovative approaches to facilitate the teaching-learning process.Apart from the semester-end examinations and internal assessments that aredone in accordance with the university norms, IQAC also promotes the departments toadopt certain internal evaluation procedures like student seminars, class tests, home assignments, etc. to ensure continuous evaluation and to periodically assess the Learning Outcomes of the learners. However, adesignated committee is appointed by the Principal, which is responsible for preparing a subject-wiseexamination routine for the various academic departments.

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)** | D. Any 1 of the above |

File Description	Documents
Paste web link of Annual reports of Institution	http://mmcartsandsciencesirsi.co.in/ticker/1.pdf
Upload e-copies of the accreditations and certifications	**No File Uploaded**
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

Gender equity and sensitization are well-practiced in curricular and co-curricular activities in the institution. 1) Annual counseling plans for the individual students, through personnel counseling, discussing the possibilities of the solutions for the one's personnel and academic difficulties. A set of students are assigned to a faculty for the discussion. 'Bhumika' is the individual assessment program for the female students, conducted every year, which solely aims for the morale boost and betterment of facilities for the female students in the college. 2)The institution is facilitated with a well-facilitated and equipped campus for the students and for the faculty, especially for the females. a) The institution has an in-campus hostel for the female students, a Food canteen, a parking place, a well-defined compound wall, and gates that restrict nonspecific entries to the college. b) Ladies Forum 'Bhoomika', for the female students is actively organizing different programs for addressing the issues and resolving them with the personal approach. c) Every building of the institution is facilitated with Common rooms for the female and male students separately, with the necessary supplies for them to interact, discuss and rest. d) Medical help desk is available for emergency needs.

File Description	Documents
Annual gender sensitization action plan	**Nil**
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	http://mmcartsandsciencesirsi.co.in/facility.php

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	View File

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

The waste management is well managed from the process from its inception to its final disposal. This includes collecting wastes in a segregated manner from bio-degradable to non-degradable and chemical wastes. a) Solid wastes ranging from papers to plastics, glass, food wastage, and yard wastes from the institution and also from the student hostels, which is also part of our institution, are collected separately and disposed off with the help of the City Municipal Corporation unit. The waste material is managed separately as bio-degradable waste or wet wastage and dry waste, which is mainly non-biodegradable. With the regular periodic arrangements, the solid waste is well managed and disposed off in an Eco-friendly way. b) E-waste and Waste materials from Electrical and Electronic Equipmentwere generally tried to recycle through reusing functional reusable parts like hard drives, monitors, and electrical units. Instrumental sub-parts such as lenses and mirrors of the old microscopes were recycled. c) Chemical wastes are disposed off separately, with the careful prevention of mixing chemical waste into other waste materials.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	**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

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Any other relevant information	[View File](#)

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**

C. Any 2 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	[View File](#)
Various policy documents / decisions circulated for implementation	**No File Uploaded**
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

D. Any 1 of the above

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

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	View File

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

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
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).

The institution started with the vision of' Nation Building through human resource development. Enabling the learners to face the challenge of change with an emphasis on individuality and innovation. Along with the vision, the institution is working with the mission, 'Empowering the learners with knowledge and skills required for employability. Enhancing their competency by imparting quality education with a focus on the nurturing of values. The vision and mission of the college are communicated tothe students and parents at the time of admission through the prospectus published by the institution. To fulfill these, inclusive environment orientation/motivation programs are arranged. The students' Welfare Department is working to provide a congenial environment to the students. NCC, NSS, Red-Cross, Bhoomika(for ladies), Scouts, and Guides are effectively working. The students admitted to our institution used to come from different backgrounds and places with a vision of a bright future. But most of them came from rural areas and are generally shy and inexpressible, although they were equally talented as the other students. Many of the students come from different localities, language diversity occurs, and sometimes aren't able to catch upon concepts in the classes. However, ourmentor system works effectivelyto provide personal attention to such students as well as guide them in both academic and co-curricular activities.

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

National level online Quiz competition:

The department of Geography has organized a National level online Quiz competitionfrom 16/07/2020 to 17/07/2020. E-certificates were issued to the participants who scored 60% and above.

International level quiz competition:

The department of Geography has organized an International level online Quiz competition in "Geographical information system" from

18/07/2020 to 19/07/2020. E-certificates were issued to the participants who scored 50% and above.

Environmental day:

On the occasion of the environmental day, the principal of the college along with the teaching and non-teaching staff members and NSS students actively involved in planting the saplings in the college garden.

Drug awareness program:

The drug awareness program was organized in the college on 27/10/2020 in association with Sonda swarnavalli mahasamsthanam and Ayush department.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

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	B. Any 3 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	[View File](#)
Any other relevant information	**No File Uploaded**

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

The institution celebrates National and International days enthusiastically every year. Every culture has a number of festivals and celebration has become a vital activity. Celebration of cultural and constitutional festivals is an integral part of the college's co-curricular activities. Throughout the session, different days are celebrated by students with the guidance of teachers which helps them to know about different cultures and to logically imagine India as a nation. The academic calendar is lipping with important events which show the enthusiasm of this institution in celebrating many national as well as international days and commemorative events and festivals. Republic day is celebrated every year on 26th January in the college with great enthusiasm and pride. Independence Day iscelebrated on 15th August in the college with great enthusiasm. It is a day when all staff members and students pay homage to their leaders and those who fought for India's freedom in the past. Besides these two national days, a number of other national and international days are also celebrated in our institution so that students get knowledge about the great personalities in our political, social, cultural, and scientific history such as Mahatma Gandhi and other regional persons.

International Yoga day iscelebrated on 21st June every year in the college. The day aims to raise awareness of the many benefits of practicing yoga. It is celebrated to spread awareness about the importance and effects of yoga on the health of people. Teachers' day is celebrated on 5th September every year. This day is celebrated to promote the values and principles of a true teacher. On teacher's day, students perform different activities like singing competitions, speech competitions, poem recitations, etc. to entertain teachers.

Hindi Diwas is celebrated on 14th September by the Hindi department. On this day, different activities like singing competitions, speech competitions, poem recitations,s, etc. are organized in the college.

Gandhi and Lal Bahadur Shastri Jayanthi were celebrated on2nd October and is commemorated as Swachhta Diwas. 26th November is also celebrated as National Constitution Day to commemorate the adoption of the constitution of India by the constituent assembly of India. The celebration of these national days, in turn, inculcates the moral values, duties and responsibilities, humanity, respect of teachers, cleanliness and health awareness, physical and mental fitness, etc. among the students.

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.

I. Improvement in the Teaching-Learning Process:

1. Goal:

- To encourage teachers to adapt to technological advancements including ICT adoption in classroom teaching and evaluation.
- To effectively utilize the online platforms whenever needed.
- To improve pass percentage and enhance the number of ranks bagged by the college at the university level examinations.

2. The context:

- The teachers of many departments find it difficult to keep pace with the upcoming unavoidable technologies. It has become essential for all the teachers to adapt to the latest pedagogic styles and include ICT / online classes in classroom teaching. The mismatch between the learner and the teacher in the use and comfortable handling of the varieties of online tools available for teaching-learning needs to be bridged.

- It has been observed that there has been a slight decrease in the learning tendency of the covid-19 affected batches. If the problem is not addressed carefully, that would affect the pass percentage of these batches.

3. The practice:

- The IQAC along with the heads of different departments monitor the pace of coverage of the syllabus.
- Informal feedback is obtained from students regarding the content delivery by different teachers.
- Frequent assignments, tests, and evaluations are planned to improve performance in the semester-end examinations.
- Students are guided to solve the old year question papers, so as to ensure even the slow learners could clear the examination thereby keeping up the good pass percentage.
- The recurring problems of the pandemic situation force the teachers to go for several online platforms available for the delivery of the course.
- The Chemistry department obtained the official license from "Microsoft Teams" for utilizing the various features available in the free version of the Microsoft Office-360. The department in turn obtained the license to the entire institution for 500 faculty and 5000 student members. The recording feature, low data consumption, unique login id to the students/faculty, feature for downloading the attendance, unlimited duration of the meeting, option to give assignments/tests and auto-grading the tests, providing the notes, all these features were suitably explored. The advantages of this platform were shared with other departments too.
- The young techno-savvy faculty assisted the seniors in getting proper acquaintance to the online mode.
- These platforms were also helped in organizing several webinars.
- The Teacher-Student-Parents' meeting could successfully be organized in the online mode.

4. Evidence of Success:

- Most of the teachers slowly adopted the modern online methods of teaching and communicating with the students through WhatsApp.
- Appropriately paced and timely completion of the syllabus was

- also found possible.
- Improvement in the result is expected.

5. Problems encountered and Resources required:

- Despite our serious efforts in making all the teachers effectively utilize ICT & online platforms, few of the members were yet sluggish in adapting the same.
- Also providing the ICT technical facility in the entire campus needs huge financial support, and is hindered.

II. Organizing the Online Activities; Webinars, Quizzers, and Parents' meeting:

1. Goal:

- To encourage all the departments to undertake online activities like Webinars of various levels, online quizzes, and Parents' meetings.

2. The context:

- The pandemic situation made the forced shutdown of the entire academic activities for a long duration.
- The situation got so worse that the quality of the academics got severely affected.
- There was a dire need of some activity to be initiated so as to bring back the academics into normal.
- Webinars and online quizzers were found as the suitable remedy during that situation, and also that was the time to perceive the problem as the challenge and convert that into an advantage.
- Holding the Parents' meeting was quite essential in the context of the pandemic situation to console the panic-driven students and parents.

3. The practice:

- The IQAC of the college by the guidance of the then Principal woke up immediately and directed all the departments and functionaries to initiate the online activities during the pandemic period.
- A new committee for extending the technical support in

- materializing the online activities was constituted, and was named as the "Webinar Committee".
- The 'Webinar Committee' comprised senior faculty as advisors, the convener and the members were the young teams to look after the entire technical aspects.
- When a department came forward to organize an event, the committee prepared the invitation, created the separate WhatsApp group for the webinar, created the registration google forms, made the registrations, suitably spread the message to state-national and even to the international levels in a few cases, the entire webinar session was hosted and monitored for various technical issues, feedback was collected, online certificates were generated and sent to the attendees, resource persons were provided with the thanks-letter and the entire report of the webinar. All this support was extended to the webinar organizing department.
- The Teacher-Student-Parents' meeting was well planned and successfully organized through all the faculties of the departments in the month of June-2021.

4. Evidence of Success:

- Fascinated by the support rendered by the committee, as many as ten webinars were successfully held in the institution at various levels(college, state, national, university, and international). Three online quizzers were also held at state and national levels. Obtained several appreciations through feedback from the participants. Even the neighboring institutions were also enthused by these.
- The students of the college were greatly benefited from all the online activities organized. Few of the students and some alumni are provided the chance to speak in the webinars. Student participants as well as the faculty from other institutions obtained certificates of participation.
- The Teacher-Student-Parents' meeting held was quite successful, as evidenced by the several positive feedbacks obtained during the meetings.

5. Problems encountered and Resources required:

- The 'Webinar Committee' encountered enormous time-bound pressure to execute webinars after the webinars.
- Despite the serious efforts, sometimes technical / network issues were faced.

- ○ **Internet issues at the remote places were of a greater hurdle to many participants/parents to attend the webinars/parents' meetings.**
- ○ **A High-speed Wi-Fi connection in the entire campus couldn't be realized due to financial constraints.**

File Description	Documents
Best practices in the Institutional website	http://mmcartsandsciencesirsi.co.in/ticker/Best%20Practices%2020-21.pdf
Any other relevant information	**Nil**

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

The institution had established a women empowerment cell by the name "Bhoomika". The 'Bhoomika' is a college-level ladies wing comprising the senior lady faculties as the core members of it. Through this wing, various activities are conducted for the betterment of the girl students of the college. Several unique issues of the girl students are suitably addressed through 'Bhoomika'. Our college campus is located in asemi-urban area to cater to the needs of both the privileged and underprivileged. Due to the regional diversity of the catchment areas of the college, i.e. as most of the students taking admissions with us are from many remote villages that are without proper transportation facilities, they are forced to stay in the city.

The ladies' hostel facility rendered by the college had become a boon to many such students. However, the long stay in the hostel away from their native used to create several issues for many students. The college has a ladies hostel committee comprising the senior lady lecturers along with the hostel warden, these members are also part of 'Bhoomika'. Hence, these members carefully observe the ever-changing needs and problems of the girl students and thrive hard to solve them either through counseling at the individual level or through the invited talks, workshops, etc to the entire group as the situation demands (The programs conducted by the 'Bhoomika' wing are suitably mentioned in other criteria).Thus, the motto of our unique ladies wing 'Bhoomika', is to keep all our girl students, physically and mentally fit, secure, well informed of the present-day social needs/developments/issues and values, so that a congenial

atmosphere is created for them in the campus to study and grow as a valuable asset to our nation.

File Description	Documents
Appropriate web in the Institutional website	**No File Uploaded**
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

1. **Need to focus more on various green initiatives so as to reduce the carbon emission in the campus.**
2. **Workshops for students on skill development.**
3. **Awareness programs for students on Entrepreneurship.**
4. **Enhancement of ICT- based classroom for effective teaching.**
5. **To organize special Lectures either online or face to face, through all the departments.**
6. **Involvement of more faculty members and students in research activity and in various seminars/workshops/conferences.**
7. **Student support and progression: After the pandemic COVID-19 period, more focus needs to be put on the overall development of the students by encouraging them to participate in various cultural, co-curricular activities along with better academic involvement.**
8. **The existing infrastructure is to be optimally utilized.**