



## Yearly Status Report - 2018-2019

### Part A

#### Data of the Institution

1. Name of the Institution	ST PHILOMENA COLLEGE
Name of the head of the Institution	Leo Noronha
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	08251230340
Mobile no.	9449639648
Registered Email	info@spcputtur.ac.in
Alternate Email	principal@spcputtur.ac.in
Address	St Philomena College, Philonagar, Darbe - 574202, Puttur, D.K. District, Karnataka
City/Town	Puttur
State/UT	Karnataka
Pincode	574202

#### 2. Institutional Status

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Semi-urban
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	A P Radhakrishna
Phone no/Alternate Phone no.	08251230340
Mobile no.	9449207670
Registered Email	apkrishna@gmail.com
Alternate Email	iqac@spcputtur.ac.in

#### 3. Website Address

Web-link of the AQAR: (Previous Academic Year)	<a href="https://spcputtur.ac.in/quality-initiatives/iqac">https://spcputtur.ac.in/quality-initiatives/iqac</a>
4. Whether Academic Calendar prepared during the year	Yes
if yes, whether it is uploaded in the institutional website: Weblink :	<a href="https://spcputtur.ac.in/academic-calender">https://spcputtur.ac.in/academic-calender</a>

#### 5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
2	A	3.19	2010	28-Mar-2010	27-Mar-2015
3	A	3.19	2016	25-May-2016	24-May-2021

6. Date of Establishment of IQAC	01-Aug-2004
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**7. Internal Quality Assurance System**

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Organized Guest lecture on international education	07-Nov-2018 1	90
Organized Guest lecture on team building and project management	10-Sep-2018 1	100
Organized GUEST LECTURE ON 16/8/18 88 entrepreneurship development	16-Aug-2018 1	88
Organized Orientation and coaching for students on competitive examinations ( IBPS, NET, KSET, GATE )	31-Aug-2018 1	240
Organized One day national level workshop on GST	05-Oct-2018 1	110
Organized Leadership training for the members of student	28-Aug-2018 1	40
Organized One day workshop on use of Eresource in teaching and learning	12-Apr-2019 1	50
Organized Workshop on KSET general paper	31-Aug-2018 1	50
Organized NATIONAL LEVEL WORKSHOPS on basic statistical methods using EZR	01-Sep-2018 1	50
Organized National level seminar on IPR, plagiarism and E resource	29-Nov-2018 1	120

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Physics	Research Grant for Scientist/Faculty	Vision Group on Science and Technology (VGST)	2018 365	500000
Physics	Award for Research Publications	Vision Group on Science and Technology (VGST)	2018 0	25000

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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
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Upload latest notification of formation of IQAC [View File](#)

10. Number of IQAC meetings held during the year :	3
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The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
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Upload the minutes of meeting and action taken report [View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
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**12. Significant contributions made by IQAC during the current year(maximum five bullets)**

- Orientation with faculty members with the values of institutional accreditation and new method of NAAC accreditation.
- Promotion of research activity in the campus
- Planning and establishment of

research centre • National level seminar on IPR, Plagiarism and EResources • Supported the activities of the subject departments and functional units

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

Plan of Action	Achievements/Outcomes
<ul style="list-style-type: none"> <li>• Launching of digital online magazine</li> <li>• Computer literacy programme for public</li> </ul>	<ul style="list-style-type: none"> <li>• Launching of digital online magazine</li> <li>• Computer literacy programme for public</li> </ul>
<ul style="list-style-type: none"> <li>• Interaction with Alumni.</li> <li>• Interaction with PTA.</li> <li>• To conduct international seminar.</li> <li>• To conduct awareness camps.</li> </ul>	<ul style="list-style-type: none"> <li>• Alumni interaction meeting conducted.</li> <li>• PTA interaction meeting conducted</li> <li>• Introducing online feedback mechanism</li> </ul>
<ul style="list-style-type: none"> <li>• Other Major plans</li> <li>• Regular Publication of research journal PEARL.</li> </ul>	<ul style="list-style-type: none"> <li>• Other Major plans</li> <li>• Publication of a research journal PEARL is done biannually during the academic year.</li> </ul>
<ul style="list-style-type: none"> <li>• Staff development programmes</li> <li>• Regular Staff interaction and meetings</li> <li>• Orientation for the lecturers to enhance their skills and knowledge</li> <li>• Promoting Research Culture</li> <li>• Encourage to attend seminars, conferences and workshops</li> </ul>	<ul style="list-style-type: none"> <li>• Staff development programmes</li> <li>• Regular Staff interaction and meetings.</li> <li>• Yearly orientation for the lecturers to enhance their skills and knowledge</li> <li>• Research methodology workshop</li> <li>• Twelve faculty members are pursuing research for their PhD 26</li> <li>• Faculty members have participated in state/national /international level seminars</li> <li>• 2 faculty members have completed their Ph.D 1</li> <li>• 1 faculty in science has received prestigious VGST award for research publication</li> <li>• 1 faculty in science has received research grant form VGST programme</li> <li>• 7 faculties have cleared their NET/SELT/TNSET examinations</li> <li>• 3 faculty members have presented their research papers in the International Symposium</li> <li>• Introducing online feedback mechanism</li> </ul>
<ul style="list-style-type: none"> <li>• Student welfare programmes initiatives</li> <li>• High profiled competitions and fests.</li> <li>• Promoting students to actively participate in cultural programmes.</li> <li>• Orientation programme to student Council</li> <li>• Library orientation programs.</li> <li>• New books to the library</li> <li>• Financial assistance to the economically backward students.</li> <li>• Orientation program about the different central and state level scholarships</li> <li>• Promoting sports</li> <li>• Book exhibitions</li> <li>• Encouraging NSS, NCC, Eco Club activities</li> <li>• Mid-day meal programme for 60 students at UG</li> <li>• Coaching students to appear for competitive examinations</li> <li>• Encouraging students to participate in summer research fellowship programme</li> </ul>	<ul style="list-style-type: none"> <li>• Student welfare programmes initiatives</li> <li>• High profiled competitions and fests are organized</li> <li>• Promoting students to actively participate in cultural programmes, Scout and Guides, NSS, NCC, Trekking</li> <li>• Exhibition and Science Forum activities</li> <li>• Yaksha Kala Kendra - A Cultural Centre</li> <li>• Commerce laboratory</li> <li>• Campus Interview</li> <li>• Konkani Sahithya sanga</li> <li>• College has helped 484 students to get various scholarships.</li> <li>• The college has provided fee concession to 150 students</li> <li>• The library has conducted book exhibition and book review competition for students</li> <li>• Coaching students to appear for competitive examinations</li> <li>• 11 students participated in summer research fellowship programme</li> <li>• 1 students of UG received prestigious fellowship from JNCASR Bangalore</li> <li>• Mid day meal for 60 students at UG</li> <li>• Our sports persons have bagged 23 Gold, 25 Silver and 16 Bronze medals at Mangalore University intercollegiate sport championship</li> </ul>

<p>Development of Infrastructure in the PG Centre</p> <ul style="list-style-type: none"> <li>Third floor in the PG Centre</li> <li>Air Conditioner for the PG seminar hall</li> <li>Mike System to the PG Seminar Hall</li> <li>Garden in front of the PG Center</li> <li>Roof to stadium</li> <li>Beautification of the campus</li> <li>Renovation of Principal's and PG Chairman's Chamber</li> <li>Renovation of Physics Laboratory</li> <li>Renovation work of Hostels</li> </ul>	<p>Development of Infrastructure</p> <ul style="list-style-type: none"> <li>Third floor in the PG Centre</li> <li>Garden in front of the PG Center</li> <li>Beautification of the campus</li> <li>Renovation of Physics Laboratory</li> <li>Garden in front of PG</li> <li>Planted fruit plants in the campus</li> <li>New Drinking Water facility at UG and PG Block</li> <li>Beautification of the Main entrance of the College, with Warli art and Lawns</li> <li>Gardening in front of Boys' Hostel</li> <li>Beautification around bust of Msgr Antony Patrao</li> <li>Extension of Parking area near Main entrance</li> <li>Installed drain systems to the ground</li> <li>Roofing of Main Play Ground</li> <li>Gallery with renovation</li> <li>Beautification of Main play Ground and planting Palm trees</li> <li>Leveling and of the Football ground</li> <li>Washing water taps near the sports room, Gym</li> <li>Drinking water coolers, repair, replacement</li> <li>New coolant and hot drinking water facility in the general staff room</li> <li>New desk and benches</li> <li>Flooring of Botany and Zoology laboratories</li> <li>Renovation of Physics laboratory through UGC assistance</li> <li>Renovation of Silver Jubilee Memorial Hall</li> <li>Chapel - Divya Chethana Hall renovation with installing AC</li> <li>Renovation of Bachelors Quarters and Sports Students' Toilets and Bath rooms</li> <li>Lawn and garden in front of PG building</li> <li>Planted more than 30 fruit saplings around the PG building</li> <li>Renovation of Food Court in PG Building</li> <li>AC and new face upliftment to the stage of PG Seminar Hall</li> <li>Condensed Matter Physics laboratory setup</li> <li>New Students Corner to the PG Center</li> <li>New face to the PG Library with beautification</li> <li>New Reading room to the Library</li> <li>Wifi connection to PG Center</li> <li>Third floor and roofing - new block</li> <li>Grill gate to two PG entrances</li> <li>New Conference table with chairs to the Chairman's chamber</li> <li>Extension of partition in General Physics Laboratory</li> <li>Inter bricks near PG Parking Area</li> <li>Extension and cleaning of ladies hostel ground</li> <li>New generator to the Men's Hostel</li> <li>Flooring of Men's hostel</li> <li>Painting Work</li> <li>Interlocks Compound</li> <li>Wall+Garden+Drynage</li> <li>Drinking Water Facility</li> <li>Windows, Gates and Doors</li> <li>Furnitures</li> <li>Fans + Tubelights in study hall</li> <li>03 Geysers</li> <li>Invertors + Printer</li> <li>Borewell Repair</li> <li>Enclosure down</li> <li>Coconut Room</li> <li>Solar Light Connection</li> <li>Shed for Drying Cloths</li> <li>02 Toilets</li> <li>Steam Rice Boiler</li> <li>02 Water Tanks</li> <li>15 Study Tables</li> <li>12 New Doors</li> <li>Tiles</li> <li>Painting</li> <li>Plumbing + Electricity Work</li> <li>Grill Door + Rolling Shutter</li> <li>Pillar Raised + Stone + JCB Works</li> <li>Passage Work</li> <li>Cleaning Tiles</li> </ul>
<p>4. Organizing Conferences/ Seminars/Workshops at various levels.</p> <ul style="list-style-type: none"> <li>To conduct 1 national seminar</li> <li>To conduct 3 national level workshop</li> <li>To conduct guest lecturers in each department</li> <li>To conduct field visit</li> <li>Community out- reach programmes</li> </ul>	<p>4. Conferences/ Seminars/Workshops at various levels</p> <ul style="list-style-type: none"> <li>1 National level seminar</li> <li>3 National level workshops</li> <li>14 Departmental workshops</li> <li>5 field visits</li> <li>19 Guest lectures are conducted by different Departments</li> <li>20 community out-reach programmes</li> </ul>
<p>3. Introduction of more Certificate Courses to enhance learning</p> <ul style="list-style-type: none"> <li>Latex Typesetting Software - P.G Physics</li> <li>Communicative English</li> <li>Web technology</li> <li>Vermicomposting.</li> <li>Kannada Language and Literature</li> <li>Business Taxation</li> <li>Consumer Education</li> <li>Yakshagana Art</li> <li>Basic mathematics</li> <li>Journalism</li> <li>Stock market</li> <li>Practical Banking</li> <li>Travel and tourism</li> <li>Food chemistry</li> <li>Prayogic Hindi</li> <li>"LaTex"</li> <li>Tally EPR 9.0</li> <li>Cloud and network security</li> <li>Web design</li> </ul>	<p>3. Certificate Courses as per current year</p> <ul style="list-style-type: none"> <li>Latex Typesetting Software - P.G Physics</li> <li>Communicative English</li> <li>Web technology</li> <li>Vermicomposting.</li> <li>Kannada Language and Literature</li> <li>Business Taxation</li> <li>Consumer Education</li> <li>Yakshagana Art</li> <li>"LaTex"</li> <li>Tally EPR</li> <li>9.0</li> <li>Cloud and network security</li> <li>Web design</li> <li>Spoken English</li> </ul>



Vermin technology Spoken English	
2. Introduction of new Post Graduate Courses MA in English. MA in History. MSc Chemistry	Nil
1. Introduction of new UG Courses BAOptional Kannada	Nil

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14. Whether AQAR was placed before statutory body ?	Yes
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Name of Statutory Body	Meeting Date
Management Committee	12-Dec-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
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16. Whether institutional data submitted to AISHE:	Yes
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Year of Submission	2019
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Date of Submission	28-Feb-2019
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17. Does the Institution have Management Information System ?	Yes
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<p>If yes, give a brief description and a list of modules currently operational (maximum 500 words)</p>	<ul style="list-style-type: none"> <li>• Student admission through MIS - collection of fees - remittance of fees to the bank accounts.</li> <li>• Student admission details - category/caste wise/ course wise/ combination wise/ subject wise.</li> <li>• Students records - transfer, migration and eligibility certificates and marks cards are stored.</li> <li>• Examination system computerized - attendance, internal marks are recorded.</li> <li>• Institution Management System is functioning partially in the campus and helps students to progress in the academic activities.</li> <li>• SMS to communicate the notification to the students, faculty and parents.</li> <li>• All PG Classrooms are facilitated with LCD Projectors for enhancing teaching learning activities.</li> <li>• Online Videos are used by the faculty members in the concerned topics</li> <li>• The official correspondence among the faculty members are through emails</li> <li>• Periodical maintenance of all the systems are done by trained staff.</li> <li>• Students Management Module: Maintains personal and academic information of every student, used for generation of Students General Register and various certifications like: Bonafide, Expenditure, Character, Leaving/Transfer, Class wise and category wise registers etc. Various statistical reports, ID card and government reports can also be printed out</li> <li>• Fees Collection Module: Prints Cash Receipts, Bank Challans as per collection procedure. Tracks Students Fees pending / outstanding dues as per different headings, provides summary reports of outstanding dues of students, generates student ledger.</li> <li>• Students Attendance Module: Keeps track of attendance of all Students in various subjects and practical. System reports attendance percentage Class wise, Subject wise and Teacher wise as required for analysis. Identifies / Notifies students with shortfall of attendance.</li> <li>• Management Information Systems are the reports which give the clear picture of finance</li> <li>• Library automation (Integrated Library Management System - ILMS)</li> <li>• The computerized Library services made available with full fledged computer facility with the purchase of the multi user 'ELIB' software.</li> </ul>
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Part B

**CRITERION I - CURRICULAR ASPECTS**

**1.1 - Curriculum Planning and Implementation**

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

The institution being affiliated to Mangalore University follows the curriculum prescribed by the University. For the effective implementation of the curriculum delivery, institution has the following mechanism:

- At the beginning of the semester academic calendars are framed.
- Departmental meetings are held in every department in which the topics in the syllabus are distributed to the teachers.
- Number of classes for each subject is allotted according to the syllabus and credits as prescribed by the university and for the proper implementation of that time table is framed.
- Heads of the departments and the course coordinators would prepare the action plan for the events and activities conducted in the academic year which is approved by the Head of the institution.
- Faculty members prepare their course plan prior to the classes and maintain course dairy throughout the semester.
- Bridge course and the entry level competency tests are conducted for 1st year UG students to test the basic knowledge of the students.
- Apart from the classical chalk and board method of teaching, we adopted student centric methods of teaching, which include ICT enabled teaching, presentations, use of scientific models/charts, class seminars, group discussions, assignments, project works, field works, student-faculty programs where the senior students teaching to junior students, special lectures, workshops, industrial visits, quiz programs, special talks by experts etc.
- College has a very rich central library with open access system and all the PG departments have their Departmental libraries too for the benefit of the students and teachers. A good number of journals are subscribed by the college. College facilitates Infilbnet facility for the easy access of e-books and e-journals.
- Class mentors will maintain the detailed record of classes, assessment and evaluation of students.
- Students are categorized as slow learners and advanced learners. Remedial classes and extra tests are conducted for the slow learners for their curricular improvements. Advanced learners are motivated to take up the research work by sending them to summer research fellowship programs, national level workshops, paper presentations to enhance their knowledge.
- Students and faculty members are encouraged to publish more research articles through the research journal of the institution 'PEARL'.
- The college encourages faculty members to participate in orientation programs, refresher courses, workshops and seminars of national and international levels so as to update their knowledge and to improve teaching practice.
- The college facilitates extra and co-curricular activities for the overall development of the students.

**1.1.2 - Certificate/ Diploma Courses introduced during the academic year**

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Skill Development
Tally ERP9	Nil	05/02/2019	35	The course helps the students to understand basic concepts and practical application of AT, CST, TDS and Service Tax. It also makes the students more proficient in the field and thus creates more opportunities in the job market.	The course helps the students to 1. Generate Accounting and Inventory Masters, Vouchers and Basic Reports in Tally. 2. Understand Advanced Accounting and Inventory in Tally.ERP 9 3. Understand the importance and usefulness of job costing and Job ord
Personal Professional Development	Nil	01/09/2018	60	The course helps the students to develop their personal and professional abilities and thus makes them more competent in the job market.	The course helps the students to 1. Develop Positive Life Skills for competence in personal life Professional practice. 2. Understand coping mechanisms. 3. Develop self improvement skills and techniques.
An Interactive Introduction to LaTeX	Nil	04/09/2018	70	1. Latex typesets mathematics easily and thus helps in writing the research papers. 2. Latex has features designed for the production of technical and scientific documentation.	1. Develop Mathematical typeset skills. 2. Develop the skills to create or import graphics into a TeX document. 3. Use the beamer package to create effective presentations. 4. Use BibTeX
SciLab and Maxima	Nil	16/03/2019	35	Helps the students to be more competent in job markets, as it is very much useful for high speed numerical computation, 2D and 3D graphical designing and in advanced data analysis.	1. Show proficiency in using the software SciLab for effectively doing mathematical calculations. 2. Obtain necessary skills in doing plots and graphics. 3. Utilize the software knowledge for academic research.
Consultant Network	Nil	27/02/2019	35	Helps the students in getting employment as	This course helps the students to develop the skill to debug

Security				network security consultants.	security on network and also the connectivity on the network.
Introductory Course on Latex for Physicists	Nil	12/09/2018	35	1. Latex is professional typesetting software which helps the physicists in producing research papers to most journals electronically. 2. It is the standard for the communication and publication of scientific documents.	This course helps the students to 1. Develop professional typesetting skills. 2. Develop the skills to create or import graphics into a TeX document. 3. Develop the skill of scientific documentation.
BASIC ACCOUNTING	Nil	02/07/2018	35	Practical knowledge of accounting and financial education	1. Equip the students with knowledge and skill to become more suitable for the present and emerging employment market. 2. Provide basic theory and practical knowledge of accounting and financial education.
BUSINESS TAXATION	Nil	25/07/2018	35	The course helps the students to understand basic concepts and practical problems of salary , GST, TDS, Taxation, Financial analysis. TAX RETURN, CONSULTANCY	Financial Analysis
WEB designing TECHNOLOGY	Nil	29/08/2018	35	Web Page designing and development	Html,Css, Internet, Editor Tools
BASIC ELECTRONICS	Nil	04/07/2018	35	The course helps to make the students to basic construction of electronics circuits and check the problems in basic circuits.	To Make The Students To Acquire Knowledge Of Day To Day Handling Of Electrical And Electronic Devices
JOURNALISM	Nil	02/07/2018	35	This course help to provide with the basics of good journalistic writing and develop the skills to think critically about the news.	i) To introduce the challenges of the constantly evolving world of journalism to the non journalism students ii) To provide with the basics of good journalistic writing iii) To help to develop the skills to think critically about the news.
CONSUMER EDUCATION	Nil	02/07/2018	35	The main focus of this certificate course is both employability and entrepreneurship as it covers basic knowledge about consumer`s rights to legal aspects like consumer protection act, right to information act etc.	Awareness About Consumers Right Duties , Knoledge About Laws Relating To Consumers Likeconsumer Protection Act 1986, Rti Act 2005 etc
Effective communication	Nil	27/07/2018	35	This course helps To develop communication skills among students	To develop communication skills among students, to help the trainees to overcome stage - fear, to prepare the trainers for a career
VERMICULTURE	Nil	02/07/2018	35	Earthworm Farming (Vermiculture), Extraction (harvest), vermicomposting harvest and processing	Vermicomposting unit Pit method. Vermicompost production, harvesting and packaging.

## 1.2 - Academic Flexibility

### 1.2.1 - New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	00	Nil

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
MSW	Social work	02/07/2018



MCom	Commerce	02/07/2018
MSc	Physics	02/07/2018
MSc	Mathematics	02/07/2018
MA	Economics	02/07/2018
MSc	Computer Science	02/07/2018

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

	Certificate	Diploma Course
Number of Students	280	Nil

### 1.3 - Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Spoken English Training" in Collaboration with VETA	04/01/2019	33

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#### 1.3.2 - Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MSW	Social Work	11
MCom	Commerce	115
MSc	Physics	23
MSc	Mathematics	25
MA	Economics	19
MSc	Computer Science	28
BCA	Computer Applications	93
BSc	Botany	10
BBA	BBA	53

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### 1.4 - Feedback System

#### 1.4.1 - Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
<ul style="list-style-type: none"> <li>The feedbacks from all the stakeholders are taken. The suggestions are evaluated and the feasible ones are implemented.</li> <li>The student feedback is received at the end of every academic year through online. The students remark their opinions and provide suggestions regarding the whole year program based on depth of content, coverage of course subject, teaching learning methods, relevancy of subject, additional resource material and learning values for overall improvement in teaching learning process.</li> <li>Teachers' feedbacks are collected through online based on academics, accommodation, infrastructure, teaching learning resources and overall opinion about the course and institution.</li> <li>Employers' feedbacks are taken. They give their important suggestions that enhance the overall development of the institution.</li> <li>The alumni feedback is collected from our students after the completion of the course which will be based on physical facilities and infrastructure of the campus along with their remarks on the action taken by the institution on the previous feedbacks collected. Alumni meetings are held regularly every year and during the meeting Alumni give their valuable opinion and suggestions that are useful for the overall development of the institution.</li> <li>The parent-teachers association has an active role in the development of college curriculum. The meetings are held regularly every year. During the meeting PTA members give their suggestions that enhance overall development in students' curriculum.</li> <li>Action Taken: <ul style="list-style-type: none"> <li>The feedbacks from all the above stakeholders are collected, analyzed and documented well. Particular committee has been given in-charge for collecting and analyzing the feedbacks.</li> <li>Faculty meetings are conducted by HOD to review the monthly activity.</li> <li>Seminars and guest lectures are organized regarding the awareness of competitive exams like NET, SET and guidance provided to the same.</li> <li>The institution has increased the number of MOU's with industries.</li> <li>Necessary arrangements are done to improve the quality of library. In the beginning of each academic year list of the books which are needed will be done by each department so that number of books in the library will be increased.</li> <li>Different workshops, fests and competitions are conducted by various departments.</li> <li>Class seminars are conducted regularly to encourage the students.</li> </ul> </li> </ul>

### CRITERION II - TEACHING- LEARNING AND EVALUATION



## 2.1 - Student Enrolment and Profile

### 2.1.1 - Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Nil	80	15	15
BSc	Nil	220	136	136
BCom	Nil	270	164	164
BBA	Nil	80	66	66
BSW	Nil	60	12	12
BCA	Nil	160	91	91
MSc	Computer Science	40	19	19
MSc	Mathematics	40	21	21
MSc	Physics	45	42	42
MCom	Commerce	60	48	48

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## 2.2 - Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1581	163	67	29	96

## 2.3 - Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
96	96	23	23	23	Nil

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

• Each class teacher himself is a mentor of the students. • Maintenance of particular 'form' to acknowledge the problems of the students, which has been given to each student to express their academic problems. • On the basis of collected information which has been written by the students, class teacher will summon each student and proper advices are given. • Regular meetings are held between mentor and student. • Class teacher helps to the students to improve academic and emotional-thrust has been given for both academic and emotional quotient of the student. • Assessing the students' performance in the examinations, involvement and achievement in Co-curricular activities. • Students who are lagging behind are given special attention and remedial classes are conducted. • Motivation for higher studies, advising and supporting for improvement in academic performance. • Teachers are performing a role of nurturing and providing support for a student during the difficult period. And also they are provided an empathic ear to personal problems, if needed.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1744	96	1:18

## 2.4 - Teacher Profile and Quality

### 2.4.1 - Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
96	96	Nil	Nil	10

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Rev.Dr.Antony Prakash Monteiro	Assistant Professor	VGST

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## 2.5 - Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MSW	SW	2018-19	02/05/2018	18/07/2018
MA	EC	2018-19	02/05/2018	18/07/2018

MCom	CM	2018-19	02/05/2018	18/07/2018
MSc	CS	2018-19	30/06/2018	18/08/2018
BSc	BSCMTC	2018-19	04/05/2018	18/05/2018
BBA	BBABMC	2018-19	04/05/2018	18/05/2018
BCA	BCACAC	2018-19	04/05/2018	18/05/2018
BCom	BCMCMC	2018-19	04/05/2018	18/05/2018
BSW	BSWBWC	2018-19	04/05/2018	18/05/2018
BA	BAS	2018-19	04/05/2018	18/05/2018

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

We follow the number of guidelines and methods to carry out a continuous internal evaluation system at the institutional level. After each topic is taught in detail, students are informed about the unit tests in the class well in advance. A detailed discussion of the topic in hand is conducted giving the students a clear understanding of what to expect. The semester examinations of the first year are conducted in the institution on behalf of the university. The question papers of examination are designed and provided by the university. For the students, the institution displays all the circulars regarding examination on notice boards from time to time. From the very beginning of the academic year, the entire process of evaluation is systematically planned and presented before the students. At the beginning of the lectures, teachers inform the syllabus to the students, its objectives, nature of question papers and weight-age of marks for the topics prescribed as per the norms and regulations. The followings are the evaluation processes implemented by the institution: The Institution has been adopting the following continuous assessment methods.

- Question-answer session: at the end of the teaching session the subject teacher interacts by means of question-answer. This has improved the level of comprehension of the subject and communication skill of the students.
- Assignments: Soon after the completion of each unit of the subject, students are required to submit an assignment which has enhanced the level of understanding of the subject and analytical skill.
- Class Tests : Class tests / surprise tests are conducted periodically which has contributed to overcome the gray areas of student understanding.
- Subject Quiz: Subject quiz with multiple choice questions is conducted on completion of a subject unit. This has developed to a better understanding of the subject and the related topics

Summative assessment approach adopted by the Institution aims to evaluate student learning at the end of an instructional unit/course by comparing it against the determined benchmark. The Institution has been adopting the following summative assessment methods.

- Internal Assessment Examinations
- Field Practicum
- Project Work
- Viva-voce
- Preparatory Examinations
- Semester Examinations

The Class Tests are conducted in a semester that gives an opportunity for the faculty to assess the learning outcome and initiate measures to overcome students' weak points and consolidate on the strength. The IA exam reflects the effectiveness of the measures initiated earlier and takes up further remedial course of action. Through field practicum, project work and viva voce, the level of knowledge and the skill acquired by the students are assessed. Preparatory examinations are a prelude the final assessment in terms of student performance in the semester examinations. The short comings noticed in the student performance in the preparatory examinations are addressed by the means of counselling and remedial coaching. The positive impact is an improvement in pass percentage and higher grades secured by the students. Different committees have been formed to supervise and look after the activities of the college.

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

- There are two compulsory internal assessment tests in each semester are conducted as per academic calendar.
- The semester examination is conducted by the University at the end of each semester.
- The Examination Committee shall facilitate three major aspects with regard to examinations: Setting examinations, Co-ordination of the exam process, Maintenance of appropriate examination related records.
- The Examination Committee circulates the appropriate and complete guidelines to the Heads of the Department to conduct internal examination. Examination Committee ensures that the examinations are conducted according to the stipulated time and underlying procedures are followed and addresses the issues related to the examination when they arise.
- As per University examination at the end of each semester is concerned, it is conducted according to the University time schedule and guidelines. Committee plans out and procures the needed materials such as answer scripts, question papers, time schedule, assigning invigilation, allied duties and seating arrangements etc.

## 2.6 - Student Performance and Learning Outcomes

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

<https://spcputtur.ac.in/learning-outcome>

### 2.6.2 - Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BAS	BA	Nil	29	14	48
BSCMTC	BSc	Nil	92	67	72
BCMCMC	BCom	Nil	233	181	77.68
BCACAC	BCA	Nil	72	72	100

BSWBWCC	BSW	Nil	17	15	88.23
BBABMC	BBA	Nil	58	40	68.96
CS	MSc	Nil	13	13	100
MT	MSc	Nil	32	22	71.88
Ph	MSc	Nil	27	27	100
CM	MCom	Nil	50	50	100

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## 2.7 - Student Satisfaction Survey

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

<https://spcputtur.ac.in/feedback/sss>

## CRITERION III - RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Any Other (Specify)	365	VGST,GOK	0.25	0.25
Major Projects	365	VGST,GOK	5	5

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### 3.2 - Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
E-Resources, Intellectual Property Rights and Plagiarism-Issues and Challenges	Internal Quality Assurance Cell, St Philomena College Puttur	24/11/2018

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Research in the field of Theoretical Particle Physics	Dr Antony Prakash Monteiro	Vision Group on Science and Technology (VGST), Government of Karnataka	24/09/2018	Award for Research Publications (2017-2018)

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

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

No file uploaded.

### 3.3 - Research Publications and Awards

3.3.1 - Incentive to the teachers who receive recognition/awards

State	National	International
2	0	0

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

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

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Physics	2	2.0
International	Chemistry	1	2.8
International	BBA	1	0.7

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

Department	Number of Publication
Physics	15
Chemistry	2

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Determinants influencing the socio economic development and sustainability of dalit enterprenership in D.K district of karnataka state	Radhakrishna Gowda V	IDA international journal of sustainability development	2018	0.7	St. Philomena College, Puttur	1
Disequilibrium of uranium series radionuclides in soil and plants of South India	K Chandrashekara A P Radhakrishna	Journal of Radioanalytical and Nuclear Chemistry	2019	0.983	St. Philomena College, Puttur	1
Properties of Charmonium States in a Phenomenological Approach	Praveen Prakash D'souza P Antony Prakash Monteiro	Communications in Theoretical Physics	2019	1.066	St. Philomena College, Puttur	1

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Determinants influencing the socio economic development and sustainability of dalit enterprenership in D.K district of karnataka state	Radhakrishna Gowda V	IDA international journal of sustainability development	2018	Nil	1	St. Philomena College, Puttur
Disequilibrium of	K Chandrashekara A P Radhakrishna	Journal of Radioanalytical and Nuclear Chemistry	2019	Nil	1	St. Philomena College, Puttur
Properties of Charmonium States in a Phenomenological Approach	Praveen Prakash D'souza P Antony Prakash Monteiro	Communications in Theoretical Physics	2019	Nil	1	St. Philomena College, Puttur

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	7	42	1	3
Presented papers	1	2	Nil	Nil
Resource persons	Nil	Nil	Nil	1

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3.4 - Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Awareness Programme on Stress Management	1.SPC MSW 2.St. Gorge High School, Kunthur Padav	1	4
Piggery, cattle Training Programme	1.SPC MSW 2.Koila Cattle Farm , Koila 3.G.F.C PG Dept of Social Work, Vittla	1	4



4.KIDS, Puttur			
Awareness programme on Harbal Medicine	1.SPC MSW 2.Ngarika Seva Trust, Guruvayanakere 3.Kvettu Gramapunchayath Yerangal Anganavadi Kendra.	1	3
Leadership Training Workshop	1.SPC MSW 2.PADI Mangalore Shikshana Sampanmula Kendra, Puttur	1	3
Awareness Programme on Child Rights	1.SPC MSW 2.PADI,	1	3
Art and Craft Training Programme	1.SPC MSW, 2.Govt Higher Primary School, Karaya 3.Gramothana India Foundation, Uruval	1	Nil
Grafting hygiene	1. SPC MSW, 2. G.F.C PG Dept of Social Work , Vittla 3. Jyothis SHG , KIDS Puttur	1	4
Awareness programme on Health Hygiene	1.SPC MSW 2.Jyothi SHG, KIDS, Puttur	1	2
Free computer literacy for General PublicAwareness programme on Health Hygiene	St Philomena college, PG Dept of computer science	4	29
Out-reach Programme	Grama Panchayat and Schools	4	10

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Nil	nil	Nil	Nil

No file uploaded.

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Community Service	Dept of Social Work/Narimogru Gram Panchayath/KSDA	Samaghra Krishi Abhiyan	1	150
Soft Skill	Dept of Social Work UG	Soft Skills and Key Interest Area Mapping	4	100
Swachhata Abhiyan	Dept of Social Work/34-Nekilady Gram Panchayath	Swachhata Hi Seva	1	250
Soft Skill	Dept of Social Work/D.K.Z.P.Hr. Pry. School Kodimbady	Art Craft	1	100
Child Welfare	Dept of Social Work/Gram Panchayath Kodimbady/ D.K.Z.P.Hr. Pry. School Salmara	Child line-1098 at Narimogaru School	1	80
Community Service	Dept of Social Work/ Gram Panchayath Aryapu	Home Management	1	60
Extracurricular Activiity	Dept of Social Work/D.K.Z.P.Hr. Pry. School Belliapdy and Belliapdy Anganavadi School	'Our Culture'	1	150
Social Service	Dept of Social Work	"Contraceptive Methods" and "Family Planning"	4	38
International Yoga Day	3/19 Kar Bn NCC, Dept of Physical Education, St Philomena College, 91/19 Kar Bn NCC, 44/6 Air Sqn NCC, 41A/5 Kar Naval NCC, St Philomena High School, KAR GOA DTE/MANGALORE GP/ 19 Kar Bn NCC Madikeri , Puttur Public Education Dept	Yoga Training	2	250
Environmental Awareness	3/19 Kar Bn NCC, Suraksha Consumer Forum, Eco Club, Rovers Rangers, National Service Scheme, Youth Red Cross Society, Alumni Association, 91/19 Kar Bn NCC, 41A/5 Kar Naval NCC, 44/6 Kar Air NCC	Environmental Awareness Rally	18	750

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### 3.5 - Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Nil	00	00	00

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Nil	Nil	Nil	Nil	Nil	00

No file uploaded.

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
DK Federation of Consumer Organisation	25/07/2018	Certificate Course	50

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## CRITERION IV - INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
483000	473150

#### 4.1.2 - Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Others	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
Video Centre	Existing
Classrooms with Wi-Fi OR LAN	Existing
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing

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### 4.2 - Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
EASYLIB	Fully	Client Version	2002
E-Lib Library Software	Fully	16.2	2014

#### 4.2.2 - Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	6788	2772540	221	48801	7009	2821341
Reference Books	1588	96839472	17	4887	1605	96844359
e-Books	4453	Nil	165	Nil	4618	Nil
Journals	39	47538	40	31411	79	78949
CD & Video	190	Nil	Nil	Nil	190	Nil

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Nil	Nil	Nil	Nil

No file uploaded.

#### 4.3 - IT Infrastructure

##### 4.3.1 - Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	196	5	5	3	2	2	28	50	13
Added	15	0	0	0	0	0	0	0	0
Total	211	5	5	3	2	2	28	50	13

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

50 MBPS/ GBPS

##### 4.3.3 - Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Nil	Nil

#### 4.4 - Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
35000000	34237703.62	3250000	3123758.57

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

For the purpose of forming policies of campus facilities and to maintain the facilities, committees have been formed. The committees are Examination committee, Sports Advisory committee, Library advisory committee, Student Progression and Evaluation Committee, Research and Development Committee, Staff association, and Student mentoring Committee. The examination committee looks after the examination related work. The Internal examination, Semester examinations including Theory and Practical are properly conducted and the documents related to the examinations are maintained by this committee. The sports advisory committee deals with the sports related matter and looks after the arrangements made for the routine sports activities. The measures to be taken for the improvement of sports facilities will be discussed and required steps will be initiated. Library advisory committee works for the proper maintenance and utilization of Library facilities. The activities in order to improve the reading habit of students are conducted. The student progression and evaluation committee will monitor the student progression and maintains the concerned records. Research and Development committee deals with the research facilities in the institution and guides the researchers to publish their research articles in the institutional, national, and international journals. The committee also maintains the record of the research activities and publications of the researchers in the institution. The staff association deals with the grievances related to staff and Student mentoring committee will guide and orient the student community in the required stages. The meetings of all the committees will be held once in two months. The required materials for the infrastructure will be purchased by purchase committee. The faculty members will be in charge of maintaining and utilization of the infrastructure. Regular manipulation and regulation of the usage of institutional facilities are performed according to the requirement.

<https://spcputtur.ac.in/statutes/policy-statement/campus-infrastructure>

#### CRITERION V - STUDENT SUPPORT AND PROGRESSION

##### 5.1 - Student Support

##### 5.1.1 - Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	SC/ST Fee Concession (UGPG)	456	1885600
Financial Support from Other Sources			
a) National	Arivu Loan Scholarship SITARAM Jindal Foundation Govt Of Karnataka social welfare Vidyasiri ST	235	4104134
b) International	Nil	Nil	0

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##### 5.1.2 - Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab,

Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
IoT Model Exhibition	07/01/2019	100	Department of Computer Science
Soft Skill Development -Vision 2K19	07/07/2019	395	Department of Computer Science
Yoga and Meditation	21/06/2019	300	NCC
Bridge Course	24/06/2019	596	Faculty members
Remedial Coaching	05/08/2019	232	Faculty members

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	IBPS Orientation	150	Nil	Nil	Nil
Nil	Skill Development Programs	Nil	150	Nil	Nil
Nil	CS	Nil	150	Nil	Nil
Nil	Carrier Opportunities in Aviation	Nil	150	Nil	Nil
Nil	Carrier Opportunities in Management Association	Nil	150	Nil	Nil
Nil	"Orientation on Higher Education Opportunities"	Nil	150	Nil	Nil
Nil	Pre-Placement Training	Nil	150	Nil	Nil
Nil	Personality Development	Nil	150	Nil	Nil
Nil	CMA- A sea of Opportunities	Nil	190	Nil	Nil
Nil	Carrier Opportunities for Commerce Students	Nil	190	Nil	Nil

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
2	2	90

## 5.2 - Student Progression

5.2.1 - Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Nil	Nil	Nil	HDFC Bank Toyato Cap Gemini VA Infosys Wipro Alvas Vivekananda College Puttur Shree Bharathi College Vidya Rashmi College, Savanoor Pragathi Institution Amrutha College The Web People Bosco M2P Associates Pvt Ltd, Dasarahalli, Banagaluru Mpower Labou	176	121

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	3	PG	M.com	Vivekanda College, Puttur	B.ed
2019	1	PG	M.Sc Computer Science	Srinivasa Institute of Management, Mangalore	P.hd
2019	4	PG	M.Sc Physics	Prasanna College of Education, Belthangady	B.ed



2019	3	PG	MA Economics	Vivekananda College, Puttur	B.ed
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5.2.3 - Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
SET	4

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

Activity	Level	Number of Participants
Chess for Men and Women	Inter Faculty -UG level	19
Badminton for Men and Women	Inter Faculty -UG level	29
Table Tennis for Men	Inter Faculty -UG level	7
Volleyball for Men	Inter Faculty -UG level	84
Kabaddi For Men	Inter Faculty -UG level	72
Tug-of War for Men and Women	Inter Faculty -UG level	84
Throwball for Women	Inter Faculty -UG level	48
Cricket for Men	Combined -UG and PG Level (St Philomena Premier League)	140
Tug-of War for Men and Women	Inter Faculty -PG level	72
Philo-Nrithyothsava	University Level	10

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### 5.3 - Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	National	National	16	Nil	186453	Roysten Rodrigues

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

1. Conducted Orientation Programme for Final Degree students on 25-06-2018. 2. Orientation programme for the First Degree students was conducted on 26-06-2018. 3. Elections to the Students' Council was held on 06- 07- 2018. 4. Inauguration of Students' Council was held on 20-07-2018. Prof. Xavier D'Souza, Principal, Govt. First Grade College for Women, inaugurated the activities of the Council. 5. Independence day was celebrated on 15-08-2018 at the college Quadrangle. 6. An Environmental Awareness rally was organized on 15-08-2018 on account of Independence day celebration. 7. 'National Sadbhavana Day' was celebrated on 18-08- 2018. 8. A Leadership training programme was organized on 28-08 2018. Mr. Prabhakara Shetty Kondally enlightened the student leaders as Resource Person. 9. Blood Donation camp was organized jointly with other associations of the college on 15-09-2018. 10. A fund collection run for the benefit of the people affected by flood and land slide occurred in Coorg, and Kerala was organized. The collected fund was distributed to students from the affected region. 11. Vigilance Awareness day was observed on 14-11-2018 and an oath to create vigilance awareness was administered to the staff and students by the Principal.

### 5.4 - Alumni Engagement

5.4.1 - Whether the institution has registered Alumni Association?

No

5.4.2 - No. of enrolled Alumni:

0

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

47000

5.4.4 - Meetings/activities organized by Alumni Association :

06

## CRITERION VI - GOVERNANCE, LEADERSHIP AND MANAGEMENT

## 6.1 - Institutional Vision and Leadership

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

Institute has a mechanism for delegating authority and providing operational autonomy to all the various functionaries to work towards decentralized governance system. The Governing Body delegates all the academic and operational decisions based on policy to the various monitoring committees headed by the Principal in order to fulfil the vision and mission of the institute. Faculty members are given representation in various committees/cells and allowed to conduct various programs to showcase their abilities. They are encouraged to develop leadership skills by being in charge of various academic, co curricular and extracurricular activities. They are given authority to conduct seminars/workshops/ conferences. Students are empowered to play an active role as coordinator of co curricular and extracurricular activities. Decentralization: The Head of the Department oversees the Teaching Plans of his/her departmental members. Curriculum committee decides the plan and team for the implementation in the curriculum. HODs are responsible to maintain the departmental activities. Administrative officer is responsible to supervise the non-teaching staff. Administrative officer decides the financial matters of the day to day activities of the college. Participative Management: 1. Involving the teaching faculty in various committees to take the appropriate decision. 2. Involve the non-teaching staff in various activities to enhance the quality improvement of the college. The institute promotes a culture of participative management by involving the staff and students in various activities. All decisions of the institution are governed by management of facts, information and objectives. Both students and faculties are allowed to express themselves for any suggestions to improve the excellence in any aspect of the Institute

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

Partial

## 6.2 - Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	<ul style="list-style-type: none"> <li>College is affiliated to Mangalore University and strictly follows the syllabus prescribed by the university.</li> <li>The college also provides opportunities to the students for their all-round development through curricular and co-curricular activities like NCC,NSS, Performing arts, Clubs and associations.</li> </ul>
Teaching and Learning	<ul style="list-style-type: none"> <li>Encouraging the teachers to attend orientation courses, training programs or such workshops to make them aware of the innovative teaching and learning methods and techniques of teaching.</li> <li>Faculty evaluation by students is undertaken to increase the quality of teaching and learning.</li> <li>Identifying advanced and slow learners and providing them with proper guidance for overall academic growth of the college.</li> <li>Creative Commons committee has been formed to formulate ideas for overall development of the institute. The seven step programme recommended by the committee include- 1. Institutional Partnership 2. Social Responsibility Initiatives 3. Students Welfare Initiatives 4. Faculty Development Programmes 5. Infrastructure Development 6. Research and Development 7. Knowledge, Attitude and Skill</li> </ul>
Examination and Evaluation	<ul style="list-style-type: none"> <li>The Examination Committee has been formed to execute complete examination process.</li> <li>There are two compulsory internal assessment tests in each semester and the Heads of the Departments are entrusted with all responsibility to conduct these tests with the help of office staff which includes scheduling of examination dates, communicating it to the students, procuring question papers, allotment of invigilation duties, seating arrangement,etc.</li> <li>Results of internal tests are informed to the parents.</li> <li>As per University examination at the end of each semester is concerned, it is conducted according to the University time schedule and guidelines. The Examination Committee with the assistance of the office staff executes all processes connected therewith like properly managing the question papers and written scripts and finally submitting to the concerned for valuation.</li> </ul>
Research and Development	<ul style="list-style-type: none"> <li>Students are mainstreamed into research right from the graduation. They carry out small scale research activities and project works under the supervision of the faculty in accordance with the principles of research methodology.</li> <li>Encouraging faculty to apply for doctoral studies and to take up minor and major research projects.</li> <li>Motivating faculty to apply for major research funding from agencies like, DST, UGC, BRNS.</li> <li>Uninterrupted internet connection, furniture, etc.</li> <li>College provides seed money to support research activity, conveyance, TA/DA towards participating/ presenting papers in conferences, seminars and workshops and study leave if necessary.</li> <li>In order to promote and publish research work carried out by students and faculty, the institution has initiated a peer reviewed research journal with name PEARL.</li> <li>Library facility having books, magazines, journals and e- materials related to research methodology and respective research fields.</li> <li>College organizes research methodology workshops for faculty members.</li> </ul>
Library, ICT and Physical Infrastructure / Instrumentation	<ul style="list-style-type: none"> <li>Two separate libraries for post-graduate as well as under- graduate courses.</li> <li>Libraries are automated with standardized Library Management Software Easylib and E-lib with OPAC facility.</li> <li>Circulation of books with barcode technology.</li> <li>Free broadband internet facility in both libraries.</li> <li>WiFi in PG library.</li> <li>Proper Audio-Visual facilities in SJM hall, PG seminar hall and Spandana seminar hall.</li> <li>CCTV facility inside the college campus.</li> <li>Extension of PG studies building and construction of new rooms.</li> <li>Well equipped laboratories for PG and UG students.</li> <li>Water purifiers are installed in all blocks of the PG and UG building.</li> </ul>

Human Resource Management	<ul style="list-style-type: none"> <li>• Staff recruitment is done on the basis of workload and statutory requirements.</li> <li>• Faculty members are provided with the opportunity for their individual growth in line with the institutional quality enhancement policies.</li> <li>• Faculty members are encouraged to pursue higher studies and to take up research activities.</li> <li>• The College encourages staff members and students to attend/present research papers in conferences, seminars and workshops. They are also encouraged to participate in the Refreshers Course, Orientation Programme or subject related workshops.</li> </ul>
Industry Interaction / Collaboration	<ul style="list-style-type: none"> <li>• Organizing industrial visits and study tours by respective departments.</li> <li>• Summer internship programs in reputed institutions.</li> <li>• Memorandum of Understanding (MoU) with DK District Federation of Consumer Organisations (R) on certificate course on consumer education.</li> <li>• Interaction with eminent personalities of various industries</li> </ul>
Admission of Students	Procedure for admitting students- 1. Advertisement in newspapers, FM radio and displaying it on notice board. 2. Applications are issued and collected from the applicants. 3. Roster System is followed in admission procedure 4. ST/SC and minority students are given preference by the College.

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

E-governance area	Details
Planning and Development	<ul style="list-style-type: none"> <li>• College in continuously involved in promoting e-governance by making the plans of development activities accessible to stakeholders by publishing it on college website.</li> </ul>
Administration	<ul style="list-style-type: none"> <li>• For simplifying the administration activities the College uses the technology regularly.</li> <li>• College extensively uses ERP integrated software for admission, attendance, certificates etc.</li> </ul>
Finance and Accounts	<ul style="list-style-type: none"> <li>• College promotes the use of electronic means for making payments and deposits.</li> <li>• The payment modes like NEFT, RTGS, Net Banking etc are widely used for financial transactions.</li> <li>• College uses finance software's like Tally and TDS for regular operations.</li> </ul>
Student Admission and Support	<ul style="list-style-type: none"> <li>• Admission process is according to university guidelines involving online submission of data.</li> <li>• Students data are maintained through specialized ERP software.</li> <li>• College also has an android app for student and teacher benefits.</li> </ul>
Examination	<ul style="list-style-type: none"> <li>• For university examination the applications are submitted through online portal.</li> <li>• The results of university examination also published through university website only.</li> </ul>

#### 6.3 - Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	Noothana Kumari M	National Level Seminar on E-resources, Intellectual Property Rights and Plagiarism Issues and Challenges 2018 held as St Philomena College, Puttur	St Philomena College	Nil
2018	Noothana Kumari M	National level workshop on "Access to E resources for Academic and Research Excellence" 2018 held at St Philomena College, Puttur	St Philomena College	Nil
2018	Mr. Mohan Raj S	CA-CD Work shop for Teachers and Research Scholars	IIT Tirupati	Nil
2018	Ms. Anusha L	CA-CD Work shop for Teachers and Research Scholars	IIT Tirupati	Nil
2018	Mr. VrikshavardhanaHebbar N	KSTA Sponsored Two Day Special Lecture Series Workshop on Recent Trends in Mathematics	Department of Mathematics, Mangalore University	Nil
2018	Mr. Mohan Raj S	KSTA Sponsored Two Day Special Lecture Series Workshop on Recent Trends in Mathematics	Department of Mathematics, Mangalore University	Nil
2018	Ms. Chethana R V	UGC sponsored National SEMINAR on Applications Of Group Theory	Department of Mathematics, Vivekananda College, Puttur	200
2018	Vipin Cyriac	6th National conference on "Condensed Matter Physics and Applications organized by department of Physics, Manipal Institute of Technology (MIT), MAHE, Manipal.	Manipal Institute of Technology (MIT)	500
2018	Mr Praveen Prakash D'souza	63rd DAE International Symposium on Nuclear Physics at Bhabha Atomic Research Centre, Mumbai, India.	DAE	8500
2018	Mr Vipin Naik.N.S	63rd DAE International Symposium on Nuclear Physics at Bhabha Atomic Research Centre,	DAE	8500



Mumbai, India.

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	One day National Level Seminar on E- Resource, Intellectual Property Rights and Plagiarism-Issues and Challenges	NIL	29/09/2018	29/09/2018	96	7

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Workshop on IFRS	2	01/07/2018	31/07/2018	30

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nil	12	Nil	Nil

6.3.5 - Welfare schemes for

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

6.4 - Financial Management and Resource Mobilization

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

Internal Audit: M/S Gonsalves Nayak, Kodiabail, Mangaluru, Karnataka - 575003 is the official auditor of St. Philomena College and St. Philomena Post Graduate Centre, Puttur. Maintaining an effective system of internal controls is vital for achieving an institution's objectives, obtaining reliable financial reporting on its operations, preventing fraud and misappropriation of its assets, and minimizing its cost of capital. Accordingly, reports, proper books of accounts have been kept at the office of St. Philomena College. Internal audit serves an important role for institution operations and maintaining rigorous systems of internal controls can prevent and detect various forms of fraud and other accounting irregularities. Hence, the college has appointed qualified internal auditors from external sources to do the thorough checking and verification of all vouchers of the transactions that are carried out in each financial year. The scope of an audit is the determination of the range of the activities and the period of records that are to be subjected to an audit examination. Hence it covers verification of all income and expenditure account, capital expenditure verification, payroll verification and statutory compliance. Minor errors of omission and commissions when pointed out by the audit team are immediately corrected. External Audit: The college also carried out an external audit on an elaborate way on yearly basis. External audit is conducted by M/S Gonsalves Nayak, Kodiabail, Mangaluru, Karnataka - 575003. The report is analyzed by the college management and remedial measures have been taken with the proper follow up.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	00

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6.4.3 - Total corpus fund generated

25551383
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6.5 - Internal Quality Assurance System

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



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

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

- Extended financial support in the conduct of college activities.  Provided mid-day meal to 60 deserving students.  Sponsored scholarships for academic toppers in each streams.  Celebrated 'PTA Day' on the occasion of Annual Celebrations of the college.

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

- National level seminar in IPR, plagiarism and E resource
- Encouraged to attend seminars and to apply for seminars/workshop/conference
- National level workshops on basic statistical methods using EZR
- One day workshop on use of E-resource in teaching and learning
- Organised computer literacy programme
- Orientation programme was organised for Non teaching Staff

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

1. Swachata Campus Management has given maximum priority for keeping the Campus clean and green. The initiative has been further boosted due to Swachha Abhiyan mooted by the Government of India. IQAC has taken the initiative to keep the Campus clean and it has become institutionalized practices. Some of the measures are being introduced in the Campus are • Plastic free Campus • Dust bins at all class rooms and in the various places in the Campus • Responsibility is entrusted to student representative of the class to keep the class room clean • Appointment of sweepers to maintain the cleanliness of office, staff room, laboratory and the whole of Campus. • Beautification of the Campus by maintaining the garden. • Swachata committee has been constituted to monitor the cleanliness of the Campus. IQAC initiative has become institutional practice. Therefore The College has been recognized as one among the best institution for clean Campus by Government of India. 2. Sadbhavana Initiative India is the land of diverse culture. The college is its representative. Hence IQAC has taken initiative to inculcate the Sadbhavana in students towards across the religion, caste and culture of the nation. During the Independence Day, republic Day, NCC day and in other occasions students are addressed about the pluralism of the Nation. Students are encouraged to perform the cultural program which display the Indian culture and its heritage. Students are taking the procession in the town to create awareness in the general public. These initiative of IQAC has been one of the best institutionalized practice which has shown real transformation in the students to become more responsible citizen.

6.5.5 - Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
c) ISO certification	Nil
d) NBA or any other quality audit	Nil

6.5.6 - Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	National level seminar in IPR, plagiarism and E resource	29/11/2018	29/11/2018	29/11/2018	120
2018	NATIONAL LEVEL WORKSHOPS on basic statistical methods using EZR	09/01/2018	09/01/2018	09/01/2018	50
2018	Workshop on KSET general paper	31/08/2018	31/08/2018	31/08/2018	50
2018	One day workshop on use of E-resource in teaching and learning	04/12/2019	04/12/2019	04/12/2019	50
2018	Leadership training for the members of student's council	28/08/2018	28/08/2018	28/08/2018	40
2018	One day national level workshop on GST	10/05/2018	10/05/2018	10/05/2018	110
2018	Orientation and coaching for students on competitive examinations ( IBPS, NET, KSET, GATE )	31/08/2018	31/08/2018	31/08/2018	120
2018	GUEST LECTURE ON entrepreneurship development	16/08/2018	16/08/2018	16/08/2018	88
2018	Guest lecture on team building and project management	09/10/2018	09/10/2018	09/10/2018	100
2018	Guest lecture on international education	11/07/2018	11/07/2018	11/07/2018	90

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**CRITERION VII - INSTITUTIONAL VALUES AND BEST PRACTICES**

7.1 - Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male

Worksop on Gender Sensitization and International Women's Day Celebration	08/03/2019	08/03/2019	800	420
Guest talk on Stress Management	23/10/2018	23/10/2018	306	49

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

<b>Percentage of power requirement of the University met by the renewable energy sources</b>
Solar water heater with the capacity of 2000 litres each installed in St Philomena Men's and Women's Hostel, approximately 15 of the power requirement is met.

7.1.3 - Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	1
Provision for lift	No	Nil
Ramp/Rails	Yes	1
Braille Software/facilities	No	Nil
Rest Rooms	Yes	1
Scribes for examination	No	Nil
Special skill development for differently abled students	No	Nil
Any other similar facility	Yes	Nil

7.1.4 - Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	Nil	1	15/08/2018	1	Environmental awareness Rally	Environmental awareness is created among the public	425
2018	Nil	1	23/12/2018	1	Campco Chocolate Factory visit	Industry-Institutional interaction	210
2019	Nil	1	20/01/2019	1	Campco Chocolate Factory visit	Industry-Institutional interaction	210

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

Title	Date of publication	Follow up(max 100 words)
Handbook for students	01/06/2018	Handbook contains brief history of the college, college prayer, College anthem, vision-mission statements, Objectives, Mngement Committee details, staff details, Functional units, Academic calendar. It also consists of Instructions about CBSS, Duration of the Programmes, Course Pattern and Scheme of Examinations, Subjects of the Study, Graduate Attributes, Learning Outcomes, rules and Regulations, scholarships, sports and games, Value added short term courses, etc.

7.1.6 - Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
International Yoga Day	21/06/2018	21/06/2018	310
National Voter's Day	25/01/2019	25/01/2019	200
Sadbhavana Divas	20/08/2018	20/08/2018	650
World Consumer Day	15/03/2019	15/03/2019	150
World Blood Doner Day	14/06/2018	14/06/2018	150

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

Environmental Awareness Rally
Vanamahotsava
Installation of Sign Boards on Plastic Free Zone
Garden at the main Entrance
Vermi Compost Plant
Pipe Composting

7.2 - Best Practices

## 7.2.1 - Describe at least two institutional best practices

**Best Practice - I 1.0 Title- Student voice- Active Participation of Student Council**

**1.1 Goal** • To help the college authorities to organize various activities. • To create an environment most conducive for the academic and extra-curricular activities. • To co-operate with the college management in the smooth running of the college. • To encourage the students to participate in various programs and competitions. • To bring out the latent talents of the students by means of competitive activities. • To help the students develop traits such as leadership, decision making, co-operation and compassion.

**1.2 The Context:** The pioneers of St Philomena College introduced one of the good practices, 'Student Council', participatory leadership which has been focusing on students' leadership quality and providing various opportunities. Student Council body helps to enrich the goal of the institution that might be considered as active as democratic government. It is often recorded its own building on the campus dedicated to organizational activities, representation and academic support of the membership. To agree with and give encouragement to this, St. Philomena College supports and gives a special focus on the involvement of the student council, which ensured the quality enhancement of both the sides. Thus we support to an outstanding activity which existed in our institution and strive hard to reach our goal.

**1.3 The Practice:** Along with the guidance of welfare officers and head of the institution, the Student Council has special role to play in the fulfilment of the goal and objectives of the college. The Student Council consists of president, Secretary and Joint secretary. It is a Unique system to practice 'Direct decision making while choosing leaders. For the election of the Student Council, nominations are called for from among all the courses of III year students who have completed their lower examinations. For the post of president and Secretary any candidate can contest, whereas, Joint Secretary Post is reserved only for girl students. Election Campaign is restricted only to banners, slogans, posters. Election is conducted under the strict norm of the college. After the declarations of the results, elected office bearers are felicitated by the head of the institution. Victory is also allowed to enjoy, jubilation, which is restricted to the college quadrangle and thereby all the contestants enjoy a healthy friendship.

**1.4 Evidence of success:** Young people have the power to make a difference to make this democratic consciousness St Philomena The College strives hard to strengthen democratic values amongst the students. One of the important impacts can be seen among our students is that they are able to think nationally and even globally. Though their curriculum does permit them the freedom to tailor their courses according to strengths and interests, still most of the students stay focused, prepared and capable of independent thinking. The Students Council holds regular meeting and helps in maintaining discipline and cleanliness in the college campus. The members of the Council take active part in organising various co-curricular and extracurricular activities of the college. College has already produced central and state ministers, MPs, MLAs and leaders at local level. Thereby it helped to contribute positively to the society. True meaning of education is being fulfilled by the active participation of Students Council and guidance and support of the institution. Overall personality development, intellectual, social, cultural and academic environment are being generated successfully. Through Student Council, aim of the institution has come true co-operation, harmony and dedication are considered as the focal aspects like liberty, equality and fraternity which are mentioned in the Preamble of Indian Constitution. Proud to Acknowledge that our students are able to think diversely where they can understand the essence of nationalism, this would help them to get an idea of cosmopolitanism.

**1.5 Problems encountered and resource required:** However, scarcity of funds continues to be a deterring factor in addressing the various issues crippling their aspirations to soar high. If resources, funds can be mobilized, it will pave way for a phenomenal growth of the institution to expand and sharpen its skill and to reach out more and more.

**Best practice - II 2.0 Title: Internal Quality Assurance Cell**

**2.1 Goal:** IQAC is the central monitoring system of the institution provides the enhancement of Quality in all spheres. The goal of IQAC is to achieve the academic excellence administrative governance. The cell monitors the academic activity as well as it tries to reach the community through student centred activity. For the purpose of effective and fruitful implementation of quality enhancement the cell guides to the various departments and different cells like student welfare, alumni and placement. Research expert committee, women cell anti ragging cell, anti women harassment cell etc. These committees and different departments prepares action plan. IQAC monitors the activities, receive compliance report. In case of any variation suggestive measures are guided by the IQAC.

**2.2 The Context:** To enhance the quality of institution IQAC coordinates meeting in connection with departments. IQAC asks every department to present the activities for the academic year. And give guidance for the following activities: • To facilitate smooth functioning of the Institution by forming various committees/ clubs/ Associations. • It guide, motivate and monitor the activities. • IQAC suggests the management about infrastructure development needed in the college. • It motivates faculties and students to conduct community outreach activities

**2.3 The practice:** Based on the action plan of the IQAC all the activities are conducted. IQAC is playing a considerable role in the institution. The IQAC consist of Chairperson, Coordinator, management representatives, faculty representatives, External Experts, Community representatives, Technical Staff, Administrative staff, Student representatives.

**2.4 Evidence of success:** Every department and all the committees working according to the action plan. IQAC collects the information about the various activities conducted by the Departments, Clubs and Associations. Each department is taken up the plan as challenge and striving hard to get result. The following are the outcomes of IQAC: To enhance the teaching quality teachers are encouraged to undertake research minor/major, and participated seminars/ workshops/conferences, national/ international level. • Clubs and Associations are conducted number of activities guided by IQAC. • Extended reading facilities in the college campus. • Numbers of extension activities / outreach activities are being conducted by Departments, Clubs and Associations.

**2.5 Problems encountered** • As college is non-residential one and also large number of students are from remote rural areas. Any activity conducted should be before 4 pm which results in getting time for organizing programme by large number of clubs and associations. • Resource mobilization is also a major challenge as many students are from financially weaker sections. • IQAC has not much liberty to change the academic contents of the



course as syllabus formed by board of studies of university. 2.6 The Resource required • IQAC has suggested the management to provide the financial assistance to conduct activities from funding agencies. • Kindness, effort by individuals, appointment of eligible persons to facilitate better functioning. • Constant and regular motivation from the management and community. • To enhance the quality of the faculty and quality of the student's regular motivation is needed. • Resources have been mobilized from Alumni Association, Parent Teacher Association and other well-wishers of the college.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://spcputtur.ac.in/best-practices>

### 7.3 - Institutional Distinctiveness

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

The College represents the vision to be a premier Institution for Higher Education, constantly in service for the welfare of the Society. The College fosters to facilitate holistic development of the youngsters through education and thereby contribute to the socio-economic development of the society. The motto is to build and engage in an educational environment that believes in imparting the best quality education within the society, in which it can play a major role in enabling the students to form a cutting edge mind set, required for sustainable development and in moulding the students towards a better future. The area in which the performance of the institution is distinctive to its vision, priority and thrust is 'Skill Development'. Catch them young is the dictum to realize the full potential of the young students. The Institution has its work cut-out in this area as it serves the society in the field of education. Converting the latent raw talent of the enrolled students into a flourishing rare talent is the goal of the institution. In the early days of their long stay the students are persuaded to go an additional distance in the pursuit of knowledge by imbuing the additional inputs provided. The goal is to make them work a bit more thereby learn more. Human capital is deemed to be a crucial factor in the formation and re-formation of a system - be it a society or a nation. To reap the benefits of demographic dividends the teeming youngsters should have a wealth of knowledge and skills. This depends on the supply of additional inputs in the relevant discipline. The system of education in the modern times insists on multidisciplinary approach and cross-fertilization of ideas. Knowing more about many things has become the in-thing. In this context the practice of 'do more, learn more' has been initiated. . To espouse the stated goal the Institution offers 12 courses cutting across different knowledge domains. All the students who are enrolled in the first year degree programme get an opportunity to learn / undergo training in the area of their choice within the course range. Sessions to impart the additional input are held outside the mandatory curricular sessions. Domain experts from the Institution and outside agencies participate as resource persons. There is a defined and carefully worked out course content. On the completion of the stipulated course sessions the productiveness of the course and its utilitarian value is analysed by conducting tests / examinations. Feedback about the same is also obtained from the stakeholder to furthering the practice. Course completion certificates with grades are issued to the successful students. For each course there is a course coordinator. The entire mechanism is monitored by the course Convenor. In the early stages of initiation of the practice the response was lukewarm. Over the years, all the students of first year degree programme have begun to take to the additional inputs with a very little persuasion. Resultantly, new courses leading to the development of interpersonal skills,

Provide the weblink of the institution

<https://spcputtur.ac.in/institutional-distinctiveness>

### 8.Future Plans of Actions for Next Academic Year

Staff enhancement program Establishment of research centre New UG/PG programmes in existing academic entities More ICT enabled class-rooms Strengthen Alumni associations To conduct greater numbers of seminars and workshops of National and International importance Encourage faculty members to complete PhD and apply for research grants Educating high quality manpower with the required skills and knowledge at both undergraduate and postgraduate levels. Proposal for RUSA - infrastructure Strive for achieving autonomous status Environmental protection campaign External academic audit Clean Green Campus Workshop for students on skill development Programme Enhanced student facilities including cafeterias, food courts and interaction spaces.