

Shri Dharmasthala Manjunatheshwara College of Business Management, Mangalore – 575003

The Annual Quality Assurance Report (AQAR) of the IQAC Part – A

AQAR for the year

2017-2018

I. Details of the Institution

1.1 Name of the Institution

Shri Dharmasthala Manjunatheshwara College of Business Management

1.2 Address Line 1

M. G. Road

Address Line 2

Kodialbail

City/Town

Mangalore

State

Karnataka

Pin Code

575 003

sdmcbm@sdmcbm.ac.in

Contact Nos.

0824-2494186

Name of the Head of the Institution:

Mrs. Aruna P. Kamath

Tel. No. with STD Code:

0824-2496980

Mobile:

9964142796

Name of the IQAC Co-ordinator:

Dr. Muralidhara Rao K. S.

Mobile:

9945370431

IQAC e-mail address:

iqac@sdmcbm.ac.in

1.3 NAAC Track ID (For ex. MHCOGN 18879)

KACOGN10919

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004. This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

EC(SC)/27/A&A/8.3 dated 12-09-2017

1.5 Website address:

<http://sdm.ac.in>

Web-link of the AQAR:

http://sdm.ac.in/naacpdf/SDMCBM_AQAR_2018.pdf

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	--	2004	Till 2009
2	2 nd Cycle	A	3.16	2010	Till 2015
3	3 rd Cycle	A	3.30	2017	Till 2022
4	4 th Cycle				

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

30/07/2005

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

2017-2018

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

i. AQAR 2016-17 Submitted to NAAC on 12-07-2017

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.12 Name of the Affiliating University (for the Colleges)

Mangalore University ,
Karnataka

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No. Faculty
 Non-Teaching Staff Students Alumni Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
In the beginning of the year under the guidance of IQAC departments and associations plans various activities. SEE ANNEXURE – 3.1	Most of the programmes are executed as per the plan of action. SEE ANNEXURE – 3.2

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

All the suggestions given by the management and faculty in staff meeting were incorporated.

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG				
UG	04		04	
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				12
Others				
Total	04		04	12
Interdisciplinary				12
Innovative				

SEE ANNEXURE – 4

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

Pattern	Number of programmes
Semester	04
Trimester	
Annual	

1.3 Feedback from stakeholders* Alumni Parents Employers Students
(On all aspects)

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

*Please provide an analysis of the feedback in the Annexure

SEE ANNEXURE – 5

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

College is affiliated to Mangalore University, University updates the syllabi once in 5 years. BA(HRD) course syllabus was updated in 2011-12, BBM and BCA course syllabus were updated in 2012-13.

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

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
37	35	02	-----	-----

2.2 No. of permanent faculty with Ph.D

02- completed, 01 – pursuing

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
01								01	

2.4 No. of Guest and Visiting faculty and Temporary faculty

--	--	04
----	----	----

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	08	36	16
Presented papers	08	33	
Resource Persons	--	--	2

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

Industrial visits and report presentation, Organizational report writing, case analysis, Group discussion, role plays, ICT, Projects, Extension activities, Book Review

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

94+94

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

MCQ

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

BOS- 03

Curriculum Workshop -01

2.10 Average percentage of attendance of students

91%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BBM/BBA	193	17.09%	22.28%	15.54%	9.32%	3.63%
BCA	99	58.59%	15.15%	1.01%	--	--
BA(HRD)	25	16%	20%	28%	--	--
BCOM	71	43.66%	28.17%	11.27%	2.82%	2.82%

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

- IQAC instruct all the lecturers to maintain daily lecture plans and submit it to the HOD's and to the Principal at the week end.
- It directs the examination committee to conduct two internal test and one viva voce to all the students in each semester
- It monitors skill enhancement programmes and co-curricular activities.
- It conducts dry run inspection once in a year to verify all the activities and events organized by various committees.
- It verifies various teaching methods adopted by the lecturers such as role-plays, assignments, paper presentations, case analysis etc.
- It monitors the discipline of the students along with the class advisors

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	--
UGC – Faculty Improvement Programme	41
HRD programmes	41
Orientation programmes	41
Faculty exchange programme	--
Staff training conducted by the university	--
Staff training conducted by other institutions	--
Summer / Winter schools, Workshops, etc.	--
Others	--

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	21	NIL	NIL	NIL
Technical Staff	02	NIL	NIL	NIL

Criterion – III

3. Research, Consultancy and Extension

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

SEE ANNEXURE - 6

3.2 Details regarding major projects – NIL

	Completed	Ongoing	Sanctioned	Submitted
Number	--	--	--	--
Outlay in Rs. Lakhs	--	--	--	--

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	----	01		----
Outlay in Rs. Lakhs	-----	90,000		----

SEE ANNEXURE – 7

3.4 Details on research publications

	International	National	Others
Peer Review Journals	Dr. Muralidhar Rao K S “Promotional Mix Strategy in Banks for Bank Assurance products” in UGC approved journal Double Blind Referred & Reviewed International Journal – SAARJ Journal on Banking & Insurance Research*	Mr. Thilakraj G. “Financial Inclusion and Integration through Mobile Banking in Indian banking system” Ms. Sowmya Hegde Impact of Demonetization on the Public” in Indo-global journal of	

		Applied Management Science**	
Non-Peer Review Journals			
e-Journals			
Conference proceedings			

3.5 Details on Impact factor of publications:

Range Average h-index 3.002** Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>	2017-18	Self-Financed		
Any other(Specify)				
Total				

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

3.9 For colleges Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution	Level	International	National	State	University	College
	Number	--	--	--	--	--
	Sponsoring agencies	--	--	--	--	--

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

SEE ANNEXURE – 08

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College
 Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	NIL
	Granted	NIL
International	Applied	NIL
	Granted	NIL
Commercialised	Applied	NIL
	Granted	NIL

3.17 No. of research awards/ recognitions received by faculty and research fellows Of the institute in the year

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

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level	<input type="text" value="35"/>	State level	<input type="text" value="15"/>
National level	<input type="text" value="--"/>	International level	<input type="text" value="--"/>

3.22 No. of students participated in NCC events:

University level	<input type="text" value="--"/>	State level	<input type="text" value="--"/>
National level	<input type="text" value="--"/>	International level	<input type="text" value="--"/>

3.23 No. of Awards won in NSS:

University level	<input type="text" value="--"/>	State level	<input type="text" value="--"/>
National level	<input type="text" value="--"/>	International level	<input type="text" value="--"/>

3.24 No. of Awards won in NCC:

University level	<input type="text" value="--"/>	State level	<input type="text" value="--"/>
National level	<input type="text" value="--"/>	International level	<input type="text" value="--"/>

3.25 No. of Extension activities organized

University forum	<input type="text" value="02"/>	College forum	<input type="text" value="90"/>	
NCC	<input type="text" value="--"/>	NSS	<input type="text" value="06"/>	Any other <input type="text" value="--"/>

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

SEE ANNEXURE – 09

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	1.3 acres	--	Management	1.3 acres
Class rooms	24	--	Management	24
Laboratories	03	--	Management	03
Seminar Halls	02	--	Management	02
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	23	50+ 01 LCD	Management	46
Value of the equipment purchased during the year (Rs. in Lakhs)	C	1913164	Management	94,42,978
Others	1,21,85,296	132915	UGC and Management	1,25,91,239

4.2 Computerization of administration and library

The college administration uses management software called Educational Enterprise Resource Planning and Management System (EERPMS) for all purposes.

The library has a module in ERPMS called as WEB OPAC for bibliographical information and other purposes

D-Space digital repository is used in the library for electronic and digital collection. It is accessible on the Internet

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books Reference Books	23936	3966872	109& 21	15055 & 7612	24093	3989539
e-Books	3135000 + (N list)	5725	Renewed	---	3135000+ (N List)	5900
Journals	22	58485	Renewed	---	22	59763
e-Journals	6000+(N list)	5725	Renewed	---	6000+ (N list)	5900
Digital Database	--	--	--	--	--	--
CD & Video	1200	----	--	--	1200	--
Others (specify)	--	--	--	--	--	--

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	191	141		23		10	03	14
Added	50	50	---	----	---	---	---	---
Total	241	191		23		10	03	14

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

- Wi-Fi facility is provided to the staff and student
- Computers are provided in all the staff rooms, Library , Learning Resources Centre and in the Labs to access internet facility
- The computer department staffs are available for any sort of guidance regarding technology.

4.6 Amount spent on maintenance in lakhs :

i) ICT	1,40,462
ii) Campus Infrastructure and facilities	--
iii) Equipments	1,91,3164
iv) Others	74,462
Total :	2,128,088

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Orientation to the fresher's, complete campus visit on the first day, class advisors give complete instructions about various facilities within the campus.

5.2 Efforts made by the institution for tracking the progression

Institution offers cash incentive for those students who score more than 85% in each theory subjects and more than 95% in practical subjects. Certificates are given to the distinction holders. Marks cards of the internal test and semester exams are issued to the parents. Fest Forum plays an important role in personality development by sending the students to various fests.

5.3 a) Total Number of Students

UG	PG	Ph. D.	Others
1344			

(b) No. of students outside the state

96

(c) No. of international students

--

Men

No	%
729	54.24

Women

No	%
615	45.76

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
518	29	13	761		1321	110 M 89F	2+ 16	7+ 7	180	01	1344

Demand ratio 1:1.8

Dropout % 0.14%

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

Created awareness programmes for various competitive examinations with the support of coaching institutions.

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT
IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance

Counselling Cell and career guidance cell organizes relevant guest lectures and other related programmes

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
03	200	50	10

5.8 Details of gender sensitization programmes

The main function of Women Cell is to sensitize through various programmes on women issues and to solve the issues related with women working in this institute

Organized women empowerment programmes like safety riding training programme. Awareness programmes like overcoming problems in Adolescence was also conducted

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	05	24,000
Financial support from government	94	381330
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

SEE ANNEXURE – 09

5.13 Major grievances of students (if any) redressed:

- Expectation of the students to provide parking for four wheelers - It has not been provided due to space constraints and also by convincing them that four wheelers are not necessary for students.
- Request for participation in the competition organized by non-academic institutions – Such request are not heeded to as most of these fests aim at misusing the students talents for commercial benefits. Besides, the institution has a policy of permitting the students to take part in the intercollegiate competition, provided it does not interfere with the academic calendar of the institution.
- Request for extending programmes much beyond the working hours – As per the requests of the law enforcement authorities, major programmes are conducted during the day time and are concluded within the reasonable time prescribed.
- Request for programmes not relevant to the institution – As all the co-curricular activities conducted should support the vision and mission, request for activities not matching this, are not considered.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

SEE ANNEXURE - 10

6.2 Does the Institution has a management Information System

The institution uses management software called Educational Enterprise Resource Planning and Management System (EERPMS) for all purposes.

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

6.3.1 Curriculum Development

Conducted short term courses, bridge courses, latest topic seminar in every subject

6.3.2 Teaching and Learning

- Industry Academic interaction through factory visits.
- Class Room lecture
- Group discussion
- Presentations by students
- Student-group reports
- Debate on current issues
- Assignments
- Book Review
- Assignment to outline portions of the textbook
- Debates (subjects)
- Crossword puzzles
- Construction of vocabulary lists
- Interviews
- Field trips
- Drama, role playing
- Open textbook study
- Class projects
- Individual projects

6.3.3 Examination and Evaluation

Two Internal Tests in each semester, Viva-voce, Assignments, Group discussion, Multiple Choice questions, seminars and presentations, Semester examinations.

6.3.4 Research and Development

Faculty development programmes are conducted to motivate the faculty members to undertake PhD programme, Major Research Projects and Minor Research Projects funded by UGC, CSIR and HRD etc.

Encouraged faculties to acquire higher qualification.

6.3.5 Library, ICT and physical infrastructure / instrumentation

HOD's suggested a list of books based on interaction with the students and faculty members. This list was forwarded to concerning authority for sanction and purchase of books. Open access system exists in the library, LCD projectors are installed in all classrooms, Laptop, portable mike system, WiFi facility, Lift, generator, Reprographic facility are available.

6.3.6 Human Resource Management

Conducted faculty development programmes, encouraged faculties to attend and present/publish papers in the seminars/conferences. Administrative staff are also encouraged to attend training/seminars/workshops

6.3.7 Faculty and Staff recruitment

Based on merit and past experience.

6.3.8 Industry Interaction / Collaboration

Organized factory visits for staff and students, guest lecturers, placement programmes

6.3.9 Admission of Students

Based on merit.

6.4 Welfare schemes for

Teaching	PF contribution by the management
Non teaching	Medical reimbursement
Students	Scholarships, insurance

6.5 Total corpus fund generated

3,36,40,528

6.6 Whether annual financial audit has been done Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	YES	Government (JD)	YES	SDME Society, IQAC
Administrative	YES	Government (JD)	YES	SDME Society

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

For UG Programmes Yes No

For PG Programmes Yes No

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

Online submission of admission forms, examination forms, internal marks, computerized tabulation system and online results is introduced by the affiliating university.

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

Support and encouragement during affiliation to go for autonomy.

6.11 Activities and support from the Alumni Association

Alumni interact with the students to create awareness about an industry environment whenever they visit the institution. Guest lecturers are also arranged for more awareness on industry. They help the institution in career guidance and placements.

6.12 Activities and support from the Parent – Teacher Association

Annual general meeting is conducted. A cash incentive is given to the students who have scored more than 85% in each theory subjects and more than 95% in practical subjects. Support for factory visits.

6.13 Development programmes for support staff

NIL

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

Tree plantation programme, campus cleaning by NSS students, guest lectures on Environmental Issues ,collage competition on the topic “Cause Of Population Explosion –Powerty And Unemployment”

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- 15 Add on Courses in various subjects.
- Academic Programmes & Guest lectures by experts
- Value Education Programmes.
- Orientation by various Associations.
- IQAC Programmes for initiating Quality Improvements
- Skill enhancements programmes to provide practical experiences in various functional areas of management and computer application.
- Field visit to get industrial exposures
- Programmes in association with different organizations
- Extension activities to reach out to the society and also to share knowledge
- Students Council Programmes
- Placement Cell Activities
- Observation of important days
- Alumni & PTA meetings.
- Consumer Club programmes
- EDP cell programmes

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

SEE ANNEXURE - 11

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

SEE ANNEXURE - 12

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

7.4 Contribution to environmental awareness / protection

Tree plantation programme, campus cleaning and cleaning the city programmes by NSS students, observation of world environment day

7.5 Whether environmental audit was conducted? Yes No

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

Strengths:

- Widely acclaimed SDM brand due to the commitment of the management to social service.
- Long standing reputation gained by being a unique single faculty management college for more than 20 years.
- High demand for the course.
- Greater scope in the job market.

Weakness

- Limited local placement opportunities as there are few industries in Mangalore when compared to Metropolitan cities
- Government policy regarding grant-in-aid.

Opportunities:

- Upcoming SEZ can boost the placement opportunities.
- To conduct wide range of certificate courses.
- Opportunities for availing funds for minor research and organizing seminars.
- Being the pioneering institution, faculties have opportunities to be the members of BoE and BoS.
- Greater scope for self development for staff and students.

Challenges:

- Multiple regulatory authorities.
- New generation institutions with better infrastructure.
- Retention of high profile faculty.
- Challenge of getting right resource persons.
- Inability to update the syllabus according to industrial needs under affiliation system.

8. Plans of institution for next year

SEE ANNEXURE - 13

Name _____

Name _____

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

_____***_____

Annexure I

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

PART-A

ANNEXURE – 1

Annexure for question number 2.13: Seminars and Conferences (only quality related)

(ii) Themes

Institutional Level

- NAAC-New Methodology
- Blue Ocean Strategy – Industry Institution Interaction
- Research Publication in International Journals
- Role of Research Publication in Teaching and Learning
- Blue Print for NAAC 2022
- workshop on “Counselling Skill training for College Teachers”
- training programme on “Stress Management and Meditation
- Man Power Planning in Higher Education
- NAAC New Methodology and Quality Sustenance

ANNEXURE – 2

Annexure for question number 2.14 : Significant Activities and contributions made by IQAC

Role of IQAC.

- IQAC takes the initiative and provides guidance to organize various activities in the college.
- In the regular meetings of IQAC, feedback is taken about the functioning of the institution.
- Suggestions are given by the IQAC members for further improvement. Following are the significant activities of IQAC:

Contribution of IQAC – IQAC initiative the following activities

Mock NAAC Visit

As the NAAC peer team visit is on 21st and 22nd July 2017, the college decided to have a mock NAAC exercise, in the same line of NAAC peer team visit. Dr. K.V. Rao, Director, Science Center, Pilikula, Mangalore and also the former NAAC peer team member, Dr. Jaya Kumar, IQAC coordinator, SDM College Ujire were the peer team members who visited the college on 1st July 2017. Presentation by the principal was followed by interaction with the students, staff, inspection of records including innovative projects, assignments of the students and departmental visits. Suggestions were given by the peer team members. The visit gave confidence to work towards attaining excellence.

Leadership Training Programme

Student council organized a training programme for the members of student council on 13 July 2017 in the college auditorium. As representatives of students, council members have the responsibility to assume leadership roles when needed. Acquainting them with requisite knowledge on leadership qualities is the objective of the programme. The trainer Mr. Manoj Louis, Associate Professor, Government First Grade College, Kavour, conducted a fruitful and lively session for students. He enlightened students about the qualities such as communication skills, listening skills, team building, patience etc. which are most important in leader. Through activities he highlighted the importance of innovation and observation. This session taught students the qualities needed to manage different situations. The programme was compeered by

Ms. Nishmitha K M. Mrs. Gayathri K. and Mrs. Renuthakshi K. coordinated the programme.

FACULTY DEVELOPMENT PROGRAMMES

Blue Ocean Strategy – Industry Institution Interaction

A faculty development programme on “Blue ocean strategy – industry institution interaction” was organized by IQAC on 22nd June 2017 in conference hall. The resource person was Dr. Anjali Ganesh, Professor, Dept. of Business Administration, St. Joseph Engineering College, Mangaluru. The objective of the programme was to acquaint the faculties with the requisites of adopting blue ocean strategy in the interaction between institution and industry. The resource person, in her address, highlighted the various forms of interactions that can be done by the institutions with the industry to increase their value culture. She opined that since the trends in education have changed, it is very essential to educate the students not only in the classroom but also beyond the classroom and this can be made possible by having a focused and formulated strategy for industry institution interaction. The programme was coordinated by Mrs. Shashikala Shetty.

Research Publication in International Journals

IQAC in association with the department of Business Management organized a faculty development programme on “Research Publication in International Journals” on 16th July 2017 in the conference hall. Dr. Amithab Anand, Assistant Professor, Skema Business School, Sophia Antopoles, France was the resource person. The objective of this programme was to create awareness about the international research publications among the faculties. Mr. Amithab, in his address, spoke about the opportunities available for research publication in international journals. He mentioned the list of journals to be considered for publication. He briefed about the structure and content of a good research article. He also enlightened the faculty members about the software to generate bibliography automatically. Stating that international publications provide good monetary incentives, he said getting published in international journals would open up opportunities for researchers to go on funded visit to foreign universities. He also displayed useful sites for researchers. The session was very interesting and interactive, and helped the faculties to get their doubts in the field of research publication clarified. It motivated the faculties to make an attempt in this regard. Mrs. Smitha coordinated the programme and welcomed the gathering. Mrs. Manju H. proposed vote of thanks

Role of Research Publication in Teaching and Learning

A faculty development programme on “Role of Research Publications in Teaching and Learning” was organized by BCA department on 22nd August 2017 at the conference hall at 3 PM. The resource person was Dr. Iqbal Thonse Hawaldar, Assistant to the president for AQA, Kingdom University, Bahrain. Dr. Iqbal spoke about the various opportunities available in publishing articles in academic field. He opined that research is very essential at college level and there are huge opportunities for a researcher. He in his talk spoke on the advantages of publishing articles in good journals and shared his experience of publishing in a wrong journal and how it had affected his career. He inspired the faculties to register on research gate as various good journals are available in it and knowledge is always required for teaching. He gave several tips and advice about publishing research article and marketing it. He also shared his experience of being a researcher. The programme was coordinated by Mrs. Divya Uchil.

Blue Print for NAAC 2022

Faculty Development Programme on Blue Print for NAAC 2022 was held on 20th March at 3 P.M. in the conference hall. Principal Mrs. Aruna P. Kamath was the resource person. Based on the inputs given by the resource person in the four NAAC workshop on NAAC new Methodology which she attended, she pointed out the need for a thorough planning require in all the areas. She briefly outlined the NAAC new format and stressed on the systematic maintenance of data and reports which should uploaded. It was a interactive session in which changes required in various areas like vision and Mission of the institution, Formation of Departmental Vision, Mission, Objectives and Learning Outcome , Lecture Plan format, Skill Enhancement and Extension activities of the department and association, Committee Handbook, Incorporating the list of Emerging Areas in the subject in the Annual Departmental plan, Formats used, Formation of SQAC, Introducing new short term course and incorporating built-in programmes to sustain good activities where discussed. Principal motivated all the faculties to think creatively to bring about the changes so that they can be introduced from next academic year. The programme was coordinated by Mrs. Smitha.

Value Education

Success with Happiness

Value education programme on “Success with Happiness” was organized for I B.Com on 14th December 2017. The objective was to enhance mental, physical and emotional well being of the students. Mr. Prashanth Pai from Art of Living was the resource person. He gave insights into

how to handle mind and emotions. Highlighting the key factors for success, he said quality life can be attained by focusing with relaxed mind. He demonstrated meditation techniques to handle mind through breath. The session was interesting with relevant exercises. Mrs. Smitha M. coordinated the programme.

Moral Values and Character Education

A guest lecture was organized for I BCA on 22 February 2018 on the topic ‘Moral values and character education’. Mrs. Deepthi, Asst. Professor, Rosario Degree College of Management Studies was the resource person. The objective of this session was to analyze character education concepts through the use of moral values. The speaker told the students that good character is required to help them to face the many opportunities and unknown dangers that are in today's society and to deal with them properly. She advised the students to develop knowledge and understanding of basic moral behavior and to put them into practice. She concluded her talk by telling that students need to know how to handle the pressures and character education will give them the tools that they need. The programme was coordinated by Mrs. Sowmya Jyothi

Motivational Talk

A motivational talk on “It’s my cup of tea” was organized on 10th January 2018 at conference hall for I BBM “B’ and “C’. Mr. Hisrar Tallani, Founder of Hisrar events and celebrations was the resource person. The objective was to motivate the students to overcome all the barriers and achieve success. He said, self-motivation is a key for success along with suggestions from experienced individuals. Explaining the importance of positive thinking, he encouraged the students to move ahead with concentration to achieve success. The session was interactive and interesting with relevant activities. The Program was coordinated by Mrs. Smitha M.

Academic Audit

Academic Audit were held on 7 October 2017 and 12th March 2018 to verify the important records and documents maintained by the faculties. All the faculties submitted documents/report to the IQAC members. Later the documents were kept in an orderly manner, and members of the committee submitted the report to IQAC which was presented in the meeting.

ANNEXURE – 3.1

Annexure for question number 2.15 : Plan of Action by IQAC/Outcome .

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

Highlights of measures taken for quality improvement

❖ Department

- Each department to have their own plan of action
- Organize independent Extension activities

❖ Other steps for academic up gradation

- 14 short term courses
- Remedial classes
- Guest lectures in all the subject
- UGC sponsored seminars
- Association with professional organization
- Students encouraged to find summer placement on their own
- Skill based program to improve competency level

❖ Feedback Mechanism:

Review Meeting to discuss the previous months activity and plan for the next month.

❖ Improvement of Student Discipline

- Indiscipline, poor performance, long absence -parents are called and asked to give undertaking
- Value Education program by inviting speakers

- Incorporation of values in the subject by teachers
- Reporting to HOD and to Principal in case of indiscipline
- Reporting to class advisor, HOD and principal in case of long absence
- Malpractices during test to be reported to test committee

❖ **Students' Council**

- Motto is framed for Student council and every Association.
- A theme is decided for the year to give a right direction and conduct meaningful activities
- Panned to Organize Extension Activities

❖ **IQAC**

NAAC criteria team meeting held and presentations made with suggestions to be incorporated in the college activities.

- Suggestions made-Starting new short term courses Introduction of large number of Extension activities- which is implemented
- Areas lacking pointed out- like Research, Consultancy, addition of new courses.

ANNEXURE – 3.2*Annexure for question number 2.15***MAY 2017**

DATE	NATURE OF ACTIVITIES	ORGANIZERS
27 th May 2017	Admissions started for BBM, BCA, BA(HRD) and B.COM. Course	Admission committee

JUNE 2017

DATE	NATURE OF ACTIVITIES	ORGANIZERS
27 th May 2017	Admissions started for BBM, BCA, BA(HRD) and B.COM. Course	Admission committee
17 th June 2017	Orientation Programme	IQAC
17 th June 2017	Progenitor– Orientation by Students	Student Council
19 th June 2017	Brain storming for Action Plan by SQAC	all associations
19 th June 2017	Inauguration and Orientation of Literary Association	Literary Association
19 th June 2017	Orientation programme for all the classes on the awareness of government scholarships	Commerce department
21 st June 2017	International Yoga day	Rovers and Rangers Association
21 st June 2017	Online registration for Kaushalya Karnataka Yojana	Career Guidance & Placement Cell
22 nd June 2017	Faculty Development Programme on “Blue ocean strategy – industry institution interaction”	IQAC
23 rd June 2017	Professional Course Orientation	Commerce department
25 th June 2017	Students participated in a seminar on GST organised by Relyon Softec Ltd., Bengaluru	EDP Cell
27 th June 2017	Inauguration & Orientation of Commerce Association	Commerce Association
27 th June 2017	A student faculty program on “Stress Management”	English Department

27 th June 2017	Guest lecture on “Stress Management through Ayurveda”	Hindi Department
28 th June 2017	NSS Orientation	NSS Unit
29 th June 2017	Inauguration of Consumer Club “Samvradhi”	Consumer Club
29 th June 2017	Inauguration of Fine Arts	Fine Arts Association
29 th June 2017	Training Programme on Viral Video Making	Marketing Department
30 th June 2017	Inauguration of Marketing Association ‘Venta’	Marketing Association
30 th June 2017	Inauguration of NSS Units	NSS Unit

JULY 2017

DATE	NATURE OF ACTIVITIES	ORGANIZERS
3 rd July 2017	Inauguration and Orientation of Career Guidance and Placement Cell	Placement Cell
4 th July 2017, 6 th July 2017 & 8 th July 2017	Management Training	Fest Forum association
5 th July 2017	Inauguration of Student Council	Student Council
6 th July 2017	Student faculty program on “Vicharika Prajnegge Adetadegalu”	Kannada Department
6 th July 2017	Student faculty program on “ParinayGopaGouthamka – Kavitha me Naarivishleshan”	Hindi Department
6 th July 2017	Guest Lecture on “Introduction to Java Database Connectivity”	BCA Department
8 th July 2017	Inauguration of HRD Association “Resource Hub”	HRD association
10 th July 2017 & 11 th July 2017	IT Training	Fest Forum association
11 th July 2017	Inauguration and orientation of Finance Association	Finance association
11 th July 2017	Observation of World Population Day	Economics Department
11 th July 2017	Guest Lecture on “Handling Procrastination”	BCA Department

11 th July 2017	Workshop on Competitive Exams	Career Guidance and Placement Cell
12 th July 2017	Students attended a GST Awareness Programme	Finance Association
13 th July 2017	Alumni Meet	Alumni association
13 th July 2017	Guest Lecture on “Talent Management”	HR Department
13 th July 2017	Guest Lecture on “Strategies for Market Research”	Marketing Department
13 th July 2017	Students attended GST Awareness Programme organized by Milagres College, Mangalore.	Commerce Association
15 th July 2017	Library orientation programme	Library
15 th July 2017	Student faculty program on “Employment Laws”	Business Law Department
15 th July 2017	Student faculty program on “Journal Entries”	Finance Department
16 th July 2017	FDP on “Research Publication in International Journals”	FDP
17 th July 2017	Student student faculty program on “Economics and Business Environment”	Economics Department
18 th July 2017	Professional Course Orientation Programme	Commerce department
18 th July 2017	Student faculty program on “Recruitment and its sources”	Commerce Department
18 th July 2017	Guest lecture on “An Entrepreneurial Journey”	EDP cell
18 th July 2017	Guest Lecture on “GST – Impact on Public”	Finance Department
19 th July 2017	Campus Cleaning	NSS Unit
21 st July 2017 & 22 nd July 2017	Peer Team committee of National Assessment and Accreditation Council (NAAC) visited	IQAC
21 st July 2017 & 22 nd July 2017	NAAC peer team visit was scheduled mock NAAC exercise	IQAC
26 th July 2017	Guest lecture on “HR Role in organisation Building”	HR Department
28 th July 2017	Guest lecture on “Monitoring loan accounts and NPA’s	Commerce Department
29 th July 2017	Guest lecture on “Customer Relationship Management”	Commerce Department
31 st July 2017	Leadership Training Programme	Student council

31 st July 2017	faculty program on “Arithmetic Progression”	Marketing Department
31 st July 2017	Guest lecture on “ಜನಪದಮತ್ತುಜನಪದಸಾಹಿತ್ಯ”	Kannada Department

AUGUST 2017

DATE	NATURE OF ACTIVITIES	ORGANIZERS
5 th August 2017	Vanamahotsava Celebrations	NSS units
5 th August 2017	Extension activity at Balmatta Kannada medium Govt. primary school, Mangaluru	Fine arts association
5 th August 2017	Extension activity at Lady Hill Higher Primary School	Kannada department
5 th August 2017	Factory visit to “Plama Plastics” and “Deccan Plast Industries” Baikampady, Mangaluru.	Marketing Department
5 th August 2017	Extension activity at Canara Higher Primary School, Urva	Business Law department
5 th August 2017	Extension activity at Government Primary school, Attavar, Mangalore	H.R. Association
5 th August 2017	Extension activity at DSAJ Precisions Private Limited, Nayak Complex, Jeppu, Mangalore	HR association
5 th August 2017	Extension activity in Attavaragovernment School, Mangaluru.	Commerce department
5 th August 2017	Extension activity at Kittle Memorial High School, Gorigudde, Mangalore	SCAN association
5 th August 2017	Extension activity at Rosario High School, Pandeshwar, Mangalore	Career Guidance and Placement cell
5 th August 2017	Extension activity at Government Higher Primary School, Urva, Mangaluru.	Kannada department
5 th August 2017	Extension activity at Government School, Mannagudda, Mangaluru.	EDP Cell
9 th August 2017	Student faculty program on “Situational Leadership”	HR Department
11 th August 2017	Campus Cleaning	NSS units
11 th August 2017	Guest lecture on “Invisible Influence of Women in the Society”	Women’s Cell
11 th August 2017	Guest Lecture on "Higher Education in abroad”	Career Guidance and Placement cell
12 th August 2017	Observation of Sthavana Dina	Fine Arts
15 th August 2017	Independence Day	College

15 th August 2017	Interclass Variety Entertainment Competition	Fine Arts association
18 th August 2017	Self-Defense Training for Women :	'Suraksha', women's cell
18 th August 2017	Guest lecture on "Positive Attitude"	English Department
18 th August 2017	Guest lecture on "Swargaarohana – Yakshagana Prasanga Vishleshane"	Kannada Department
19 th August 2017	Guest Lecture on "Hadoop Managing Big Data"	Career guidance and placement cell
20 th August 2017	NSS one day camp at Junior Technical School, Near KPT, Mangaluru	NSS unit
21 st August 2017	World Entrepreneurship Day Celebrations	EDP CELL
21 st August 2017	Guest lecture on "Web Domains and Web Hosting"	BCA Department
22 nd August 2017	FDP on "Role of research publications in teaching and Learning"	IQAC & BCA Department
23 rd August 2017	"GENESIS 2017" University Level Management Fest	BBM Department
23 rd August 2017	INSPIRE 2017 is an interclass fest	SCAN Association
26 th August 2017	Guest lecture on "Digital India"	Economics Department
29 th August 2017	Factory Visit to Second year students visited to Karnataka Milk Federation (KMF) Kulshekar and First year students visited to Canara Workshops on	Placement Department
31 st August 2017	Guest lecture on "Big Data"	BCA Department

SEPTEMBER 2017

DATE	NATURE OF ACTIVITIES	ORGANIZERS
	College secured A Grade with CGPA 3.30 in the III Cycle of NAAC Re-accreditation.	Placement Department
September 2017	Factory Visit to Manjunath food products, KarnadIndustrial Area, Mulki	Placement Department
1 st September 2017	Mangalore University Intercollegiate Shuttle Badminton Tournament	Sports Association
3 rd September 2017	One day NSS camp at ThumbeGrampanchayat	NSS unit
3 rd September 2017	Guest Lecture on "Corporate Training"	Career Guidance and Placement cell
5 th September 2017	Teacher's Day Celebrations	Student Council
6 th September 2017	Guest lecture on "Social Intelligence"	BCA Department

6 th September 2017	Guest lecture on “Apvaad”	by Hindi Department
6 th September 2017	Guest lecture on “Expertwitness and patent litigation”	Business Law Department
7 th September 2017	PTA Annual General Body Meeting	PTA
8 th September 2017	Student seminar was organized as a part of the observation of World literacy Day on the topic of “literacy and sustainable development”.	Economics department
9 th September 2017	Guest lecture on “Retention Strategies”	HR Department
14 th September 2017	Student faculty program on “Consumer behaviour and factor influencing the purchase behaviour”	Commerce Department
20 th September 2017	Students attended the off-campus recruitment drive by Deloitte at Alvas Engineering College, Moodbidri	Career Guidance and Placement cell
22 nd September 2017	A student faculty program on “Dah Gaya “	Hindi Department
23 rd September 2017	Guest lecture on “Importance of Aim in Life”	English Department
23 rd September 2017	extension activity on Financial literacy programme to Dhanalakshmi Rubber Industry labourers at Ujire	Economics Association
25 th September 2017	Guest lecture on “Importance of Time”	English Department
26 th September 2017	Student faculty program on “Campus Opportunities”	English Department
26 th September 2017	Student faculty program on “Consumer Behaviour	Commerce Department
27 th September 2017	Hindi Day Celebrations and a guest lecture on “Role of Technology in Banking Sector”	Hindi Department

OCTOBER 2017

DATE	NATURE OF ACTIVITIES	ORGANIZERS

NOVEMBER 2017

DATE	NATURE OF ACTIVITIES	ORGANIZERS
24 th November 2017	Students attended a National workshop on “Export Marketing” at Hotel Ocean Pearl, Mangaluru	Entrepreneurship Development Cell

DECEMBER 2017

DATE	NATURE OF ACTIVITIES	ORGANIZERS
11 th December 2017 To 18 th December 2017	Yoga Camp in the College Auditorium under the guidance of Yogarathna Gopalakrishna Delampady	NSS Unit
13 th December 2017	Karnataka State Human Rights Commission, District administration, legal service authority, human rights non government organisation in association SDM College of Business management celebrated Human Rights Day	Business Law Department
14 th December 2017	Workshop on NAAC-New Methodology was organized in association with SDM Law college and SDM PG Center & Research on Wednesday	IQAC
14 th December 2017	Value Education Guest lecture on “Success with Happiness”	BBM Department
18 th December 2017	Value Education Guest lecture on “Goal Setting in Life”	BBM Department
19 th December 2017	Guest lecture on “Awareness on Banking exams”	Career Guidance and Placement cell
19 th December 2017	Extension activity at Govt. Model Higher Primary School, Kavoor, Mangaluru	BCA Department
19 th December 2017	Extension activity at Government First Grade College, Haleyangady	BCA Department
19 th December 2017	Extension activity at DK Zilla Panchayat Higher Primary School, Kapikad, Mangaluru	BCA Department
21 st December 2017	Students visited ICGS SHOOR Ship, NMPT, Mangaluru to study the Manual and Automatic	BCA Department

	functioning of the ship.	
22 nd December 2017	Extension activity at D.K. ZillaPanchayat Higher Primary School, Attavar, Mangaluru and enlightened the students about Digital Literacy	SCAN Association
22 nd December 2017	Extension activity at Nalyapadavu Higher Primary School, Shaktinagar, Mangaluru	BCA Department
23 rd December 2017 To 29 th December 2017	NSS Annual Special Camp at Dakshina Kannada ZillaPanchayat Higher Primary School, Kadabettu, Bantwal Tq	NSS Unit
26 th December 2017	Extension activity to create awareness on self help groups for few residents in Bantwal Tq	Commerce Department

JANUARY 2018

DATE	NATURE OF ACTIVITIES	ORGANIZERS
	Guest lecture on “Angular – The Web Framework”	BCA Department
4 th January 2018	Guest lecture on “Career Opportunities in the Media and Entertainment Industry”	Career Guidance and Placement cell
6 th January 2018	Campus cleaning	NSS unit
6 th January 2018	Student faculty program on “How to build self esteem”	English Department
6 th January 2018	Guest lecture on “Effectiveness of Rural Entrepreneurship”	Economics Department
6 th January 2018.	Extension activities at Paschim Trust Rehab ‘A home for Aged’, Someshwar Village Kotekar Post Mangalore	English department
6 th January 2018	Extension activity at Dakshina Kannada ZillaPanchayath Higher Primary School, Mannagudda, Mangaluru	BCA department
8 th January 2018	Students attended “Sahyadri Conclave Programme”	Finance Department
8 th January 2018	Awareness on answering aptitude test	Career Guidance and Placement cell
9 th January 2018	Students won Overall Trophy in Management Fest “AMBIORA 2018”	Fest Forum
9 th January 2018	Students of our college attended the off-campus recruitment drive by Infosys at SDM College, Ujire	BCA Department
10 th January 2018	Guest lecture on “Motivational Techniques”	BBM Department

11 th January 2018	Guest lecture on “Facilitating Effective Leaderships Qualities”	English Department
12 th January 2018	Extension activity at Gurucharan Industries, Baikampady, Mangaluru	Economics department
12 th January 2018 and 13 th January 2018	Students won Overall Runnersup Trophy in IT Fest “SCIENTICA 2018	Fest Forum
12 th January 2018 and 13 th January 2018	Students won Overall Runnersup Trophy in Management Fest “CANFEST 2018”	Fest Forum
13 th January 2018	Guest lecture on “Advertising effectiveness through Medias”	Commerce Department
13 th January 2018	Guest lecture on “Present Banking Scenario and Regulations”	Finance Department
13 th January 2018	Extension activities at AshokaVidyalaya English Medium High School, Mangaluru	English department
13 th January 2018	Extension activity at St. Reeta Higher Primary School, Mangaldevi, Mangalore	BCA department
13 th January 2018	Extension activity at Mangala Seva Samithi Trust, Kutharpadavu, Munnur, Mangaluru	BCA department
13 th January 2018	Extension activity at Rajeshwar High School, AdyarPadav, Neermarga, Mangaluru	NSS Unit
13 th January 2018 And 14 th January 2018	Special Annual Camp at Neerkaje, Vittal in association with Govt. Primary School, Neerkaje and conducted Medical Camp, Sports Meet for Local people and school children and celebrated Vivekananda Jayanthi	Youth Red Cross Unit
14 th January 2018	organised an extension activity at Govt. Primary School, Nirkaje, Vittal on.	Economics department
16 th January 2018	Guest lecture on “Awareness on Organ Donation”	BBM Department
16 th January 2018	Guest lecture on “Traffic Management”	BBM Department
16 th January 2018	Students visited different courts at court complex, Mangaluru	Business Law Department
17 th January 2018	“Vivekotsava 2018” an inter-collegiate fest on the occasion of 155 th birth centenary of Swami Vivekananda	Student Council and Rovers and Rangers
17 th January 2018	One day Book exhibition Programme in library on the Occasion of 155 th Swami Vivekananda Jayanthi	Library department
17 th January 2018	Student faculty program on “Introduction of final project and presentation skill”	BCA Department
18 th January 2018	Student faculty program on “Interesting facts about Computers”	BCA Department
18 th January 2018	Student faculty program on “Communications Skills”	BCA Department
19 th January 2018	Annual Sports Day Celebrations	Sports Association

20 th January 2018	Students won Overall Trophy in IT Fest “PINNACLE-2018”	Fest Forum
20 th January 2018	Guest lecture on “Project Documentation in Software Engineering”	BCA Department
22 nd January 2018	Students attended “PERSONA” an Intercollegiate one day workshop on “Personality Development”	Finance Department
23 rd January 2018	Guest lecture on “Computer Graphics and its applications”	BCA Department
24 th January 2018 And 25 th January 2018	“Synergy 2018” – A National Level Management Fest	BBM Department
25 th January 2018	“Sygma 2018” – State Level IT	BCA Department
25 th January 2018	Students attended National level workshop on “Managing and Safeguarding the Personal wealth” at “Samanvay 2018”	Finance Department
27 th January 2018	Students won Overall Trophy in Commerce Fest “ARISTON 2018”	Fest Forum
29 th January 2018	Student faculty program on “Authoring System in Multimedia”	BCA Department
29 th January 2018	Student faculty program on “Multi Media messaging V-SAT AND COMAT in the field of banking”	Commerce Department
29 th January 2018	Extension activity at Shrathi Printers, Baikampady	BCA department
30 th January 2018	Student faculty program on “Authoring tools and choosing authoring tools in multimedia”	BCA Department
30 th January 2018	Student faculty program on “E-Purse, home banking and personal banking and E-Cash”	Commerce Department
30 th January 2018 And 31 st January 2018	Overall Runnersup Trophy in Cultural Fest “JHENKAAR 2018”	Fest Forum

FEBRUARY 2018

DATE	NATURE OF ACTIVITIES	ORGANIZERS
1 st February 2018 And 2 nd February 2018	Students won Overall Runnersup Trophy in Management Fest “ACME 2018”	Fest Forum
1 st February 2018	EDP workshop on “Social Entrepreneurship	EDP cell
1 st February 2018	Student faculty program on “Machine Learning techniques and its applications	BCA Department

1 st February 2018	Student faculty program on “System Analysis and design (DFD’s and ER diagrams)”	BCA Department
1 st February 2018	Extention activities at KIOCL Ltd., Mangaluru	BCA Department
1 st February 2018	Extension activity at Bhagavathi English Medium primary and high school, Sankolige, Uchilaon	Economics Department
2 nd February 2018	Guest lecture on “RakshabandaNatak”	Hindi Department
2 nd February 2018	Extention activities at Government First Grade College (Gandhinagar)	BCA Department
3 rd February 2018	Extention activities at Indian Wood and Wood Products (Shediguri)	BCA Department
5 th February 2018	Extension activity at Little Sister Old age Home, Bajjodi	Rovers and Rangers
6 th February 2018	“Art of Programming” at Shree Devi Institute of technology, Kenjar	BCA department
8 th February 2018	Blood donation camp in association with K M C Hospital Mangalore	NSS unit
8 th February 2018, 9 th February 2018 And 12 th February 2018	Student faculty program on “Basics of Networking”	BCA Department
8 th February 2018	Guest lecture on “Consumer Protection – Best practices”	Consumer Club
8 th February 2018	Guest lecture on “Challenges in IT Industries”	BCA Department
8 th February 2018	Extention activities at Mr. Blany D’Souza, Marnamikatta, Monkey Stand, Jai Hind Road, Mangaluru	BCA Department
9 th February 2018	Extension activity at DSAJ Precision, Mangaluru	Finance Department
10 th February 2018	Extension activity at Canara high school, Urva, Mangaluru	Business Law Department
10 th February 2018	Extension activity at Holy Family Higher Primary School, Derebail, Mangaluru	Scan Association
10 th February 2018	Extension activity at Pashchim Rehab for the old aged home, Someshwar, Mangaluru	English Department
10 th February 2018	Extension activity at ‘Vatsalya Animal Care Trust’, Shaktinagar, Mangaluru	English Department
10 th February 2018	Extension activity at Canara Higher Primary School, Dongerkery, Mangaluru	English Department
10 th February 2018	Extension activity at Abhaya Ashrama, old age home, Kodialbail, Mangaluru	Fine Arts Department
10 th February 2018	Extension activity at Rozario Primary School,	Kannada Department

	Mangaluru	
10 th February 2018	Extension activity at Ramashrama Higher Primary School, Mangaluru	Hindi Department
10 th February 2018	Extension activity at PACMAC Engineers Pvt. Ltd, Baikamapdy, Mangaluru	Economics Department
10 th February 2018	Extension activity at Government First Grade College, Haleyangady	Fest Forum
12 th February 2018	Student faculty program on Story Review on “AGANTUKA”	Kannada Department
14 th February 2018	Whiz Quiz Competition : On Sahyadri College of Engineering and Management	Dept of Business Administration
14 th February 2018	Student faculty program on “Drugs Abuse”	NSS Unit
14 th February 2018	Guest lecture on “Information Revolution”	BCA Department
16 th February 2018	College annual day celebrations	
17 th February 2018	Students attended Mangaluru Udyoga Mela (Disha Career Fest) 2018 organized by Mangalore University, Mangalagangothri	Career Guidance and Placement Cell
17 th February 2018	Extension activity at Shree Laxmi Devi NarshimaPaiVidyalaya, Panemangaluru	English Department
17 th February 2018	Extension activity at Dakshina Kannada Jilla Panchayath	NSS Unit
20 th February 2018	YASHA 2018 – Interface with Industries & Students	BBA and BCA Department
20 th February 2018	Student faculty program on “Employee Engagement”	HR Department
21 st February 2018	Student faculty program on “Version Control Softwares”	BCA Department
22 nd February 2018	Guest lecture on “Moral values and character education”	BCA Department
23 rd February 2018	Panel discussion Union Budget-2018	Economics department
26 th February 2018	Students won Overall Trophy in Management Fest “AD-EXTRAVEGANZA”	Fest Forum
26 th February 2018	Student faculty program on poem review on “Dahanakathe”	Kannada Department
26 th February 2018	Guest lecture on “A Lifetime of Healthy Smile”	BCA Department
27 th February 2018	Student faculty program on “How to face interview”	NSS Unit
28 th February 2018	Student faculty program on “Core Competence”	HR Department
28 th February 2018	Student faculty program on poem review on “Goods	Kannada Department

	and Services Tax(GST)”	
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MARCH 2018

DATE	NATURE OF ACTIVITIES	ORGANIZERS
	Extension activity at St. Gerosa Eng. Hr. Pry. School, Jeppu, Mangalore on 6 th March	HR Association
3 rd March 2018	Student faculty program on “Inspiring People”	English Department
3 rd March 2018	Student faculty program on “The effects of cell phone addictions and means to overcome them”	English Department
5 th March 2018	Extension activity on online marketing to general public	Commerce department
6 th March 2018	Guest lecture on “Training and development for rural employees”	HR Department
6 th March 2018	Extension activity on digital payments to shop owners	Commerce department
8 th March 2018	Student faculty program on “Social Media”	English Department
8 th March 2018	Student faculty program on “Overcoming Depression”	English Department
8 th March 2018	Student faculty programme on “Psychology on Industries”	Human Resource department
12 th March 2018	Student faculty programme on “Customer Protection”	Commerce department
12 th March 2018	Extension activity on Paytm to general public	Commerce department
13 th March 2018	Student faculty program on “Dividend Policy”	Marketing Association
13 th March 2018.	Extension activities on Naveen Engineering Works, Carstreet, Mangaluru	BCA Department
13 th March 2018	Extension activity on different types of investments to petty shop owners	Commerce department
14 th March 2018	Student faculty program on “Advertising effectiveness on consumer products”	Commerce Department
14 th March 2018	Guest lecture on “Corporate Life”	Marketing Department
14 th March 2018	campus recruitment	Career Guidance and Placement Cell
16 th March 2018	Student faculty programme on the topic “Customer Perception”	Commerce department
16 th March 2018	On-campus placement drive on	Career Guidance and Placement Cell

16 th March 2018	Extension activity on small saving schemes to general public	Commerce department
17 th March 2018	Students won Overall 2nd Runners up Championship in Intercollegiate Variety Competition “Sangam 2018”	Fest Forum
19 th March 2018	Valedictory function of NSS	NSS Unit
19 th March 2018	Student faculty program on “Environmental causes” was organized by “Venta” for I BA(HRD) students on	Marketing Association
19 th March 2018	Student faculty programme on “Leadership”	Commerce department
20 th March 2018	Faculty Development Programme on “Blue Print for NAAC 2022”	IQAC

PART-B

Criteria 1

ANNEXURE – 4

Annexure for question number 1.1 : Details about Academic Programmes

Annexure for question number 1.1 : Details about Academic Programmes

Number of existing Programmes : 04

BBM

BCA

BA(HRD)

B.Com

Number of Added Programme: 00

Number of self-financing programmes : 04

BBM

BCA

BA(HRD)

B.Com

Number of value added / Career Oriented programmes : Certificate Programmes : 11

Department	Add on Courses
BBM	Value Education Tourism Journalism Language Translation Research Methodology Indirect tax
BA(HRD)	Value Education Income Tax Language Translation Innovation management
BCA	Management Practices Marketing Skills Personality Development
B.Com	Tally Entrepreneurship development Digitalisation of Business
Open to all	Web Designing, consumer Protection, Excel Application

Interdisciplinary Courses for BBM: Value Education, Tourism, Journalism, Language Translation

Interdisciplinary Courses for BA(HRD): Income Tax, Language Translation

Interdisciplinary Courses for BCA: Management Practices, Marketing Skills, Personality Development.

Interdisciplinary Courses for B.Com: Tally, Web Designing

ANNEXURE – 5

Annexure for question number 1.3 : Feedback from stakeholders

- Alumni feedback is received when called as chief guest for college functions, judges for various events. They have given favourable opinion.
- Parent's feedback is taken during the PTA annual general meetings and executive committee meetings. Their suggestions and opinions are implemented.
- Employers feedback is elicited during the campus visit for career guidance and recruitment.
- For students feedback, suggestion boxes are kept in the convenient places.
- Online student feedback is collected through questionnaires.

ANNEXURE – 6

Annexure for question number 3.1 : Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

Following FDPs on research related area are organized to promote to research climate in the institution. 19 number of institution sponsored minor research papers are guided by the faculty.

FDP on “Research Publication in International Journals”

Faculty Development Programme on “Research Publication in International Journals” was conducted for the benefit of the faculty members on 16th July 2017. The objective of the programme was to create awareness about the international research publications. The resource person was Dr. Amithab Anand, Assistant Professor, Skema Business School, Sophia Antopoles, France.

FDP on “Role of research publications in teaching and Learning”

IQAC & BCA Department organized Faculty Development Programme on “Role of research publications in teaching and Learning” for the benefit of the faculty members on 22nd August 2017. The objective of the programme was to motivate the faculties to pursue research. The resource person was Dr. IqbalThonseHawaldar, Assistant to the president for AQA, Kingdom University, Bahrain.

ANNEXURE – 7

Annexure for question number 3.3 : Details regarding minor projects

UGC sponsored Minor Research Project- Ongoing

Faculty	Title of the Project
: Deviprasad	study on socio-economic problems of organised sectors with reference to Beedi workers in Dakshina kannada district.

ANNEXURE – 8

Annexure for question number 3.14 : No. of linkages created during this year

- Students of EDP Cell attended a seminar on 'GST' by Mr. PrasannaShenoy, Chartered Accountant organized by RelyonSoftex Ltd., Bengaluru in association with Silicon Software Inc., Mangaluru at Hotel MotiMahal, Mangaluru on 25th June 2017.
- Karnataka State Human Rights Commission, District administration, legal service authority, human rights non government organisation in association SDM College of Business management celebrated Human Rights Day on 13th December 2017 at conference hall.
- Youth Red Cross Unit of our college organised Special Annual Camp at Neerkaje, Vittal in association with Govt. Primary School, Neerkaje and conducted Medical Camp, Sports Meet for Local people and school
- The NSS unit organized Blood donation camp in association with K M C Hospital Mangalore on 8th Feb 2018 in the college auditorium.
- "Samvradhi" – Consumer Club conducted training programme in association with District Consumer Federation, Mangalore

ANNEXURE – 09

Annexure for question number 3.26 : Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility.

Annexure for question number 5.12 : No. of social initiatives undertaken by the students

Extension Activities were organized by all the associations to make the students realise their social responsibilities and to learn the importance of dignity of labour. Some of the extension activities organized were :

FINANCE Association

- **Visit to Junior Technical School KPT**

The Finance association conducted an extension activity on 5th September 2017 at Junior Technical School KPT. The objective was to provide information about basic accounting concepts to the high school students. Activities were conducted by the members of the association to improve their financial literacy. Mr. Deviprasad and Mr. Gururaj G. coordinated the activity.

- **Visit to Kanara Chamber of Commerce**

The members of the association Nidhi Bhandarkar of III BBM 'B', Deepika of III B.Com and Sucheth of II BBA 'C', were deputed to attend a GST Awareness Programme on 12 July 2017, organized by Kanara Chamber of Commerce and Industry, Mangalore.

- **Visit to DSAJ precision**

On 9th February 2018 Finance Department conducted an extension activity at DSAJ Precision, Mangalore. Students of the department briefed about SIP (Systematic Investment Plans) to the employees of DSAJ precision. Various alternatives of SIP are explained to the employees. Nearly 14 employees benefited from this extension activity. The objective of this extension activity is to render some service to the needy employees of private sector companies as part of Institution social responsibility. A team of 8 Students actively participated in this activity. Ms. Sowmya Hegde, Mr. Gururaj and Mr. Praveen coordinated the programme.

MARKETING ASSOCIATION

- **Training on Viral Video Making**

The department organised a training programme for the members of marketing association on viral video making on 29th June 2017 at BCA lab. The objective of the programme was to create awareness on digital marketing. Training was given by Pavithra Vikas, Center Head, NIIT, Mangaluru, and Ishwarya Shetty, faculty, NIIT Mangaluru. The programme was coordinated by Mrs. KavithaPrabhu and Mrs. Shwetha Y.

- **Human Rights Day Celebration**

Karnataka State Human Rights Commission, District administration, legal service authority, human rights non government organisation in association with college celebrated human rights day on 13 December 2017 at conference hall. District and session court judge and District legal services authority chairman, K.S. Belagi was the inaugurator of the function. Senior civil judge, Mallana Gowda Patil, Additional deputy commissioner Mr. Kumar, Assistant Commissioner, Mrs. Renuka Prasad, Human Rights Activist Mr. K. Balakrishna Rai were also present on the occasion.

The programme started with administering the oath by K. S. Belagi on safeguarding human rights. Inaugurating the human rights day programme, he said that teachers and parents have equal responsibility to guide their children in ensuring that there is no violation of human rights by them. He informed that the role of teachers and parents place a vital role in safeguarding the human rights.

Mr. K. Balakrishna Rai opined that highest violation of human rights takes place in police department and he also quoted many cases of human rights violation in police station in the city. The programme was coordinated by Mrs. Kavitha Prabhu

- **Visit to Plama Plastics**

On 5 August 2017 the department organized a factory visit to “Plama Plastics” Baikampady, Mangaluru. The objective of this visit was to have an industry- institution interaction and to know how the processing and marketing in industry. Mr. Suresh Karkera , Managing Director, guided the students. Mrs. Shwetha Y. coordinated the programme.

- **Visit to Deccan Plast Industries**

On 6 August 2017 the department organized a factory visit to “Deccan Plast Industries” Baikampady, Mangaluru. The objective of this visit is to have an industry- institution interaction and to know how the processing and marketing industry. Mr. Asgar, Managing Director guided the students. Mrs. Shwetha Y. coordinated the programme.

- **Visit to Lourds School**

The members of marketing department visited Lourds School, Bejai on 13 January 2018. The objective of the programme was to interact with the students and conduct marketing activities for them. As part of the activity the students had to design the logo for their product. This activity

was conducted with an objective to bring out their inner talents and also a platform to build their confidence. Mrs. Kavitha Prabhu coordinated the programme

- **Visit to Mangala Cashew Industries**

On 29 March 2018 the department organized a factory visit to “Mangala Cashew Industries” Padavinangady, Mangaluru. The objective of this visit is to have an industry- institution interaction and to know how the processing and marketing takes place in the industry. Students were interacting with the staff of the industry to know about their processing and marketing strategies. Mr. Mahesh, Manager Mangala cashew industries guided the students. Mrs. Kavitha Prabhu coordinated the programme

- **Awareness about Consumer Rights**

On 28 March 2017, the department conducted an extension activity at Kodical. Mangaluru with an objective of creating awareness about consumer rights among shopkeepers .The extension activity was initiated by Ms. Krithi of II BBA ‘C’. Mrs. Deepashree Shenoy coordinated the programme.

HUMAN RESOURCE ASSOCIATION

- **Visit to Government Primary School**

The association conducted an extension activity in Government Primary school, Attavar, Mangalore on 5th August 2017. Activities like pick and speak and quiz were organized to develop self confidence among the students. The headmistress distributed the prizes to the winners and showed gratitude to HR secretaries and the lecturers for conducting extension activity in school. Ms. Rashmi was the student coordinator. Mrs. Anasuya coordinated the programme.

- **Visit to DSAJ Precisions Private Limited**

The association members visited DSAJ Precisions Private Limited, Nayak Complex, Jeppu, Mangaluru as a part of their extension activity on 5th August 2017. The objective was to sensitize the students to the practical challenges that organizations face in the business world and to provide the information to the employees about the various welfare measures. This visit helped the employee to enrich their knowledge about welfare measures. Ms. Parinita coordinated the programme

- **Visit to St. Gerosa English Higher Primary School**

The department conducted extension activity in St. Gerosa English Higher Primary School, Jeppu, Mangalore on 6th March 2018. Activities like pick and speak, quiz were conducted to boost confidence among students. The programme was coordinated by Mrs. Anasuya.

- **Visit to Indiana Hospital**

The members of HR department in association with Rampusha Charitable Trust visited Indiana hospital, Mangalore on 5 March 2018 as a part of extension activity. The students gave awareness to the family members of the cancer patient about the procedures to claim funds from the Rampusha Charitable trust. The programme was coordinated by Mrs. Anasuya.

ECONOMICS ASSOCIATION

- **Visit to Dhanalakshmi Rubber Industry, Ujire**

On 23 September 2017, the association organized a visit to Dhanalakshmi Rubber Industry labourers at Ujire, Belthangady Taluk as a part of an extension activity. The main objective of this programme was to know about the Dhanalakshmi Rubber Industry, to guide them about saving schemes, banking rules and regulations, to know about the financial status. Mr. Prasanna Kumar coordinated the programme.

- **Visit to Gurucharan Industries**

The members of the department visited Gurucharan Industries, Baikampady, Mangalore to conduct extension activity on 12 January 2018 . The objective of this programme was to know about the Gurucharan industries and to guide the labourers about online banking, banking rules and regulations etc. This visit proved to be a rewarding experience for both the students and the laborers of the industries. Mrs. Shashikala K.G. coordinated the programme.

- **Visit to Govt. Primary School**

The members of the department visited Govt. Primary School Nirkaje, Vitla to conduct extension activity on 14 January 2018. The extension activity began with the competition Art from waste. 10 teams participated with two members in each team. A talk was also delivered by the students on the topic “Effects of devaluation of Money and Mobile Banking”. Mr. Prasanna Kumar T. coordinated the programme

- **Visit to Bhagavathi English Medium primary and High School**

On 1st February 2018, the members of the department visited Bhagavathi English Medium Primary and High School, Sankolige, Uchila as part of their extension activity. The extension activity began with Quiz competition. A total of 15 teams with two members in each team participated. Followed by quiz students gave a talk on 'money concept'. They highlighted their views on various aspects such as origin of money, procedure of making currency notes, RBI rules on issue currency notes etc. The programme proved beneficial to the school students. The lecturer in charge was Mrs. Shashikala K.G.

- **Visit to PACMAC Engineers Pvt. Ltd.**

On 10 February 2018, the members of Economics department visited PACMAC Engineers Pvt. Ltd, Baikamapdy, Mangalore as a part of extension activity. The main objective of the programme was to know about the PACMAC Engineers Pvt. Ltd, and to guide the laborers about Provident Fund, ESI schemes and health insurance schemes. This visit proved to be a rewarding experience for both the students and the laborers of the industries. Mrs. Shashikala K.G. and Mr. Prasanna Kumar T. coordinated the activity.

COMMERCE ASSOCIATION

- **GST Awareness Programme**

The members of the association Sharoon, Manoj Kumar and Vishal of III B.Com, were deputed to attend a GST Awareness Programme on 13 July 2017, organized by Milagres College, Mangalore.

- **Visit to Attavara Government School**

Commerce department conducted an extension activity at Attavara Government School, Mangaluru, on 5th August 2017. The members provided training & information regarding the modern banking concept – ATM. They also organized quiz and other activities in order to brush up the latest on goings in the country. Ms. Bhavishya and Ms. Tripthi were the student coordinators. Mrs. Veena D. Kotian coordinated the programme.

- **Visit to Self-Help Groups**

Commerce department organized an extension activity on creating awareness about self-help groups and its objectives among different group of housewives in Bantwal Taluk on 26th December 2017 by I B.Com. The programme was coordinated by Mrs. Manju H.

The department conducted following extension activities

- On 5th March 2018 about online marketing to general public
- On 6th March 2018 about digital payments to shop owners
- On 12th March 2018 about Paytm to general public
- On 13th March 2018 about different types of investments to petty shop owners
- On 16th March 2018 about small saving schemes to general public

BUSINESS LAW

- **Visit to Canara Higher Primary School, Urva**

On 5th August, 2017, the members of the Business Law department visited Canara Higher Primary School, Urva, as a part of extension activity. The objective of this activity was to create awareness about consumer protection, childline 1098, and child harassment laws among the students. Various skill enhancement activities like pick and speak, quiz, debate and games were conducted. The winners were awarded prizes. Ms. Priya Kamath and Mrs. Deepashree Shenoy coordinated the programme.

- **Visit to Canara High School**

On 10 February 2018, the members of the department conducted an extension activity for the students of Canara high school, Urva, Mangaluru. The objective of the program was to educate the high school students on medical negligence, misleading advertisements and help them fight against it. Various skill enhancement activities were conducted and the winners were awarded. Ms. Priya and Mrs. Deepashree coordinated the programme.

- **Visit to Court**

The members of the department visited different courts at court complex, Mangaluru, on 16th January 2018. This helped the students to acquaint themselves with the knowledge of how a court functions and the way in which the lawyers, clients and court staff interact. Mrs. Deepashree Shenoy and Mrs. Kavitha K. coordinated the programme

CONSUMER CLUB

- **Participation in World Consumer Day Celebration and Certificate Distribution Ceremony**

The Students of consumer club attended the World Consumer Day Celebration and Certificate Distribution Ceremony organized by District Consumer Federation, Mangalore at Zillah Panchayath hall Mangalore on 15th March 2018. On the occasion the District Consumer Federation awarded prizes to the consumer club of the college for excellence in certificate course. The Prizes were awarded by Mr. M. J. Salian, President of the Federation.

- **Participation in National consumer's Day celebration**

The members of consumer club along with the coordinator Ms. Priya Kamath attended the National Consumer's Day celebration organized by District Consumer Federation and Shri Dhavala College, Moodibidri on 26th of December 2017, at Shri Dhavala College, Moodibidri. On this occasion Ms. Samantha of III BA (HRD) was awarded first prize in the essay competition conducted by the federation

EDP CELL

- **Seminar on GST**

The members of the cell, Nisha of III B.Com. and Sowparnika of III BBM 'A' participated in a seminar on GST at Moti Mahal, Mangaluru on 25th June 2017. The seminar was organized by Relyon Softec Ltd., Bengaluru, in association with Silicon Software Inc. Mangaluru. CA Prasanna Shenoy, was the resource person for the first technical session who focused on the topic "GST" and CA Colin Rodrigues was the resource person for the second technical session who focused on the schedules and rules under GST. The seminar highlighted the basics of taxation and GST

- **Visit to Canara High School**

EDP Cell organized an extension activity on 10 February 2018 at Canara High School, Urva, Mangaluru. The members of the cell conducted various activities, focusing the importance of entrepreneurship and also the benefits of developing entrepreneurial skills among the students. The winners were awarded.

- **Visit to Government School**

EDP Cell members visited Government school, Mannagudda on 5th August 2017 as a part of extension activity. The members conducted various activities; focused on importance of becoming an entrepreneur and highlighted developing entrepreneurial skills among students. Prizes were distributed on various activities conducted

- **Seminar on GST**

The members of EDP Cell Nisha S. of III BCOM and Sowparnika of III BBM participated in a seminar on GST at Moti Mahal, Mangaluru on 25th June 2017. The seminar was organised by Relyon Softec Ltd., Bengaluru in association with Silicon Software inc., Mangaluru. Mr. Prasanna Shenoy, Chartered Accountant, was the resource person for the first technical session who focused on the topic “GST” and Mr. CA Colin Rodrigues focused on schedules and rules under GST. The seminar highlighted on the background of taxation and imbibed the knowledge on GST.

- **Workshop on Export Marketing**

The members of EDP cell attended a national level workshop on “Export Marketing” at Hotel Ocean Pearl on 24th November 2017 organized by the government of India, Ministry of Micro, Small and Medium Enterprises, MSME-Development Institute. The seminar was given by the expertise head of export and import management on the topics export procedure and documentation, ECGC Ltd., customs procedure for export, opportunities in export and marine products and about NMPT Mangaluru port. Students of EDP cell enhanced their knowledge on current affairs on export marketing.

SCAN ASSOCIATION

- **Visit to Kittle Memorial High School**

The SCAN association organized an extension activity on 5th August 2017 at Kittle Memorial High School (Aided), Gorigudde, Mangalore. The objective of the extension activity was to make the students aware about technology. The student volunteers of final year BCA taught the basics of computers and uses of internet. They also conducted various activities like guess the part, memory test, quiz etc. Winners were awarded prizes. The school students gained an insight on the advantages of computer and technology. The staff coordinators Mrs. Deepa D. Hegde along with the student coordinators P. L. Nishanth Bhat, Abhilash P. Shenoy, Praneeth J. Shetty, Bhavith Puthran, Dhanush K. T. and Shreya D. S. of III BCA were present.

- **Observation of Computer Literacy day**

The association organized an extension activity for students and faculty of 4th and 5th Standard at Dakshina Kannada Zilla Panchayath Higher Primary School, Attavar, Mangalore on 22 December 2017. The objective of this programme was to provide awareness on digital literacy.

Mr. P.L. Nishanth Bhat, Mr. Dhnaush K. T. and Mr. Bhavith Putharan from III BCA demonstrated the parts of computers and its usages to the students and the faculty. An interactive session was conducted on documentation of files. The session illustrated the benefits of digital literacy and potential hazards of digitalisation. Large number of students benefited from this program. Mrs. Deepa D. Hegde coordinated the programme.

- **Visit to Holy Family Higher Primary School**

The association organized an extension activity for students and faculty of Holy Family Higher Primary School, Derebail, Mangalore on 10 January 2018 under the guidance of Mrs. Deepa D. Hegde. The objective of this programme was to provide education and create an interactive session about Internet. The session was presented by Mr. P.L. Nishanth Bhat, Mr. Dhnaush K. T. and Mr. Bhavith Putharan of III BCA. The students and the faculty were shown the live demonstration of computer parts and its usages. An interactive session was conducted on Email and Documentation. The session illustrated the Pros and cons of Internet. Entertainment activities like drawing, quiz and memory test were conducted for the children, after which the winners of the games were given the prizes. The student coordinators Mr. Praneeth J. Shetty and Abhilash P. Shenoy secretaries of SCAN association took active part in the planning and organising the event.

- **Visit to Software Exhibition**

The students of III BCA visited a software exhibition organized by the MCA department of Shree Devi Institute of Technology (SDIT), Kenjar, Mangaluru on 30th August 2017. The objective of the visit was to gain awareness and exposure about latest advances in technology and data security. The students from MCA department then gave a brief description about the software's developed by them. Projects on online registration portal, Firebase Chat, Group Chat, Weather App, Notification Manager, Blue Eye Tech, WB Count, Project Loon etc. motivated the students. The new inventions and creative ideas applied on some existing technologies truly inspired the students and enriched their knowledge. The exhibition enabled the students to come up with innovative ideas which will be a great contribution to the technical field. Mr. Arun F. Sequeira and Mrs. Soumya Jyothi escorted the students.

- **Internet and Mobile Application**

A group of III BCA students visited the B.E.M. Higher primary School, Alake on 19th December 2017. The objective of the programme was to impart knowledge to the students on Internet and mobile applications. Ms. Rachana, Mr. Nishanth, Ms. Pratheeksha, Ms. Chaithra, Mr. Prajwal and Mr. Shrijith addressed the 5th and the 6th standard students . They explained the usage of various Google applications like Gmail, Google drive, Playstore, Google maps, Youtube and Google Chrome to the students. Quiz was conducted for the students by Ms. Aishwarya and Ms. Shaista. The students actively took part. Winners were given prizes. Large number of students benefited from this activity. The programme was coordinated by Ms. Divya Uchil.

- **Web Designing and Programming**

On 19th December 2017, a group of III BCA project students visited Government First Grade College, Haleyangady as a part of extension activity and enlighten the BBA, B.Com and BA students about the concepts of Web Designing and Programming. The students taught how to develop simple web pages and include videos using various interesting tags. Activities such as guess the part and quiz were also conducted for the students. All the students enthusiastically participated in the activities. Prizes were distributed to the winners. The programme was coordinated by Mr. Arun F. Sequeira.

- **Computer Basics**

In order to create social awareness among the students and also to give an exposure to III BCA project students, an extension activity was organized on 19th December 2017 at Dakshina Kannada Zilla Panchayath Higher Primary School, Kapikad, Mangalore. The objective of this programme was to teach ‘Computer Basics’. Large number of students were benefited from this programme. Chaithra Rai explained the fundamentals of computers to the students and also spoke about internet services. Babitha Shetty conducted quiz and Priyanka conducted memory test based on the concepts discussed. Mrs. Sowmya Jyothi coordinated the programme.

- **Visit to ICGS SHOOR Ship**

Field visit was organized on 21 December 2017 to ICGS SHOOR Ship, NMPT, Mangaluru for a group of III BCA project students. The objective of this program was to know the functioning of the ship. The students were taken around the ship by the assistance captain, who explained the

purpose of various equipments, the facilities that were available during the sail. It was very informative to the students. The visit was coordinated by Mrs. Deepa D. Hegde.

Visit to Nalya Padavu Higher Primary School

On 22 December 2017, an extension activity was conducted by the III BCA for 5th, 6th standard of Nalya Padavu Higher Primary School, Shakthinagar, Mangalore. The session started with the introduction to computers, Ms Office software. Activities like quiz, memory test and guess the part were conducted for the students. It was an interactive session. Winners were awarded prizes. Mrs. Reshmi coordinated the programme.

- **Visit to Govt. Model Higher Primary School**

With the view to create social awareness among the students the project students of III BCA organized an extension activity on 23 December 2017 at Govt. Model Higher Primary School, Kavoor, Mangalore. The objective of this programme was to impart knowledge on various applications of computers. A large number of students were benefited through this programme. Various activities were organized, winners of which were awarded. Mrs. Shashiprabha coordinated the programme.

- **Visit to Govt. Higher Primary School**

A group of III BCA students conducted an extension activity on 27st December 2017 at Govt. Higher Primary School, Kadri, Mangalore. Various activities related to computers were conducted. The students actively participated in the activities conducted. Mrs. Divya Naveen coordinated the programme.

- **Visit to Dakshina Kannada Zilla Panchayath Higher Primary School**

An extension activity was organized on 6 January 2018 by III BCA for V and VI standard students of, Dakshina Kannada Zilla Panchayath Higher Primary School, Mannagudda. They explained the concepts of Ms-Word, power point presentation and social responsibilities to the school students. The Program was coordinated by Mrs. Shashikala Shetty.

- **Visit to St Lawrence Anudanitha Higher Primary School**

A group of III BCA students conducted an extension activity on 11 January 2018 at St Lawrence Anudanitha Higher Primary School, Bondel, Mangalore. The students briefed on “Digital India”. Various activities like quiz and drawing were conducted and the prizes were distributed to the winners. The Program was coordinated by Mrs. Deepa D. Hegde

- **Visit to St. Reeta Higher Primary School**

On 13 January 2018, an extension activity was conducted by the students of III BCA for 5th, 6th and 7th standard of St. Reeta Higher Primary School, Mangaldevi, Mangalore. Students spoke on introduction to basics of computers, Ms-Office software and also gave the knowledge on Swachh Bharath. Various activities like quiz, memory test and guess the part were also organized. Pens were distributed to all students of the school. Mrs. Reshmi B. R. coordinated the programme.

- **Communication skills**

An extension activity was organized on 13 January 2018 by III BCA at Mangala Seva Samithi Trust, Kutharpadavu, Munnur. Ms. Priyanka provided techniques on how to improve communication skills to the students. Ms. Varshitha conducted fun based communicative games to the students. The program was coordinated by Mrs. Sowmya Jyothi.

- **Visit to M. Vaman Nayak Sons, Winding Wall and Grandfather Clock Manufacturers and Exporters**

A group of III BCA students conducted an extension activity to M. Vaman Nayak Sons, Winding Wall and Grandfather clock Manufacturers and Exporters on 22nd January 2018 with the objective to know the business culture, work ethics and time management of the company. The students addressed the office staffs on Microsoft Excel Application which is useful for business transactions. The students got an opportunity to know the making and working of a winding clock. The programme was coordinated by Mrs. Divya Uchil.

- **Visit to Sarathi Printers**

A group of III BCA project students visited Sarathi printers, Baikampady on 29th January 2018. Supervisor of the company took the group to the industry and explained the entire process taking place inside the industry. The Program was coordinated by Mrs. Shashikala Shetty.

- **Basics of Computers and HTML Programming**

The III BCA students visited Nalanda High School, V.T. Road, Mangaluru and organized an extension activity on 30 January 2018 for the students of 8th and 9th standard. Students taught Basics of Computers and HTML programming. Later guess the part event and quiz was

organized to both the classes. Students actively involved and took part in the activities with great enthusiasm. Prizes were distributed to the winners. The program was coordinated by Mr. Arun F. Sequeira

- **Visit to KIOCL**

A field visit was conducted on 1 February 2018 to KIOCL Ltd. by III BCA. Mr. Shivraj, General Manager of safety department gave a basic introduction about the company and also instructed the students about the safety measures of the company at research centre. This field visit gave a brief knowledge about working of an iron ore industry. Mrs. Reshmi B. R. coordinated the programme.

- **Importance of Soft Skills**

An extension activity was conducted on 2 February 2018 at Government First Grade College (Gandhinagar) by a group of III BCA students as a part of their project work. A talk on “Importance of Soft Skills” was given, in which students were educated about the need of communication skills in this competitive world. Competitions such as quiz and memory tests were conducted by the student volunteers. The students actively took part in the activities conducted and the winners were awarded. The lecturers supported and appreciated the work of the students. The programme was coordinated by Mrs. Shashiprabha.

- **Visit to Indian Wood and Wood Products**

A group of III BCA students visited Indian Wood and Wood Products, Shediguri as a part of project work on 3 February 2018. Students were guided by an employee about the stages through which a wooden plank gets converted into large and attractive wooden products. Students were also shown the finished products to analyze the importance of passing the planks through the different machineries. The programme was coordinated by Mrs. Shashiprabha.

- **Visit to Little Sister Old age Home**

The students of III BCA in association with Rovers and Rangers organized an extension activity at Little Sister Old age Home, Bajjodi, on 5 February, 2018. The objective of the programme was to interact with the residents and impart the knowledge of the various online transactions. The students Mr. Dhanush and Srijeeth addressed the inmates about the different transactions and about its operating methods. The students had a good interaction with the aged people.

Confidence, team spirit and leadership qualities were developed among the inmates . The programme was coordinated by Mrs. Divya Uchil.

- **Visit to St. Anns High School**

A group of III BCA students conducted an extension activity on 6 February 2018 at St. Anns High School, Kuntikan, Mangalore. Students briefed about “Teens and Social Networking”. Various activities like quiz and memory test were conducted and the winners were given prizes. The programme was coordinated by Mrs. Deepa D. Hegde.

- **Workshop on “Art of Programming”**

On 6 February 2018 students of III BCA attended a workshop at Shree Devi Institute of technology, Kenjar at 9:30 a m, and 1:30 p m in two batches. The workshop was titled as “ART OF PROGRAMING”. The session was a brush on various programming languages those have been studied in undergraduate course till date. The resource person for the workshop was prof. Poornima Thanthri, Faculty of MCA department, SDIT. The common keywords of programming and its importance were explained with relevant examples. Prof. Nethravatamma, HOD of MCA department, SDIT, guided the students with various techniques of interviews, methods of interviews conducted by different organizations and type of questions mostly asked in the interviews. It was an informative and interactive workshop. All the students were benefitted immensely.

- **Visit to Roof Terrace Garden**

On 8 February 2018, a team of 13 VI semester BCA project students under the guidance of Mr. Arun F. Sequeira visited the house of Mr. Blany D’Souza, Marnamikatta, Monkey Stand, Jai Hind Road, Mangaluru,. The objective of the visit was to imbibe the knowledge of roof terrace gardening. Mr. Blany D’Souza explained how to plant various vegetables and fruit plants, way of looking after them and the method of watering the plants. Sir has planted varieties of the Indian plants.

- **Visit to Govt. Higher Primary School**

A group of III BCA students conducted an extension activity on 3rd March 2018 at Govt. Higher Primary School at Bikarnakatte, Mangalore. Various activities related to computers were conducted. The students actively participated in the activities conducted. The programme was coordinated by Mrs. Divya Naveen.

- **Visit to Holy Family English Medium School**

On 5th March 2018, III BCA project students conducted an extension activity at Holy Family English Medium School, Surathkal on Awareness of Online Banking. Various activities related to computers were conducted. The students actively participated in the activities. The programme was coordinated by Mrs. Shashikala Shetty.

- **Visit to KVS cashew factory**

A field visit was organized on 7th March 2018 to KVS Cashew Factory, III BCA. The objective of this program was to know the business culture, work ethics and time management of the company. The programme was coordinated by Mrs. Divya Naveen.

- **Visit to Naveen Engineering Works**

On 13th March 2018 the III BCA visited Naveen Engineering Works, Carstreet, Mangalore. The objective of this visit was to provide the students an opportunity to gain awareness about the work processes followed in the factory. The students gained knowledge about the current practices followed for the repair of engines and their work environment. The programme was coordinated by Mrs. Sowmya Jyothi.

LITERARY ASSOCIATION

- **Visit to Lady Hill Higher Primary School**

On 5th August 2017, the members of the English department visited Lady Hill Higher Primary School for conducting leadership Training for the high school students. The main objective of this activity was to develop self-confidence and enhance leadership qualities. Various competitions like memory test, pick and speak etc were conducted to encourage the students to gain self-confidence and team work. The winners were awarded. The students participated enthusiastically. The activity was successful and it also enriched the students with team work and confidence. Ms. Manjushree Kamath was the student coordinator. Mrs. Madhumathi J. Raja coordinated the programme.

- **Visit to Paschim Trust**

On 6 January 2018 the students of II B.Com and the members of the department visited Paschim Trust Rehabilitation Centre-‘A home for Aged’, Someshwar Village, Kotekar, Mangalore as a part of extension activity. The students shared the woeful experiences of all the inmates, consoled them and offered them books, handkerchiefs, fruits, cookies and the most precious was to give vent to the feelings of the old which made many outburst their emotions. It was really a joyous experience for all the students to visit the old age home and interact with its inmates. Through this extension activity we believe that learning outside the classroom is just as

important as learning within the classroom situation, and it is possible to greatly enhance our students' academic performance with additional extension activities. As students' progress upwards through the school, these will be increasingly linked to their specific areas of expertise or developmental needs. The Program was coordinated by Mrs. Madhumathi J. Raja.

- **Visit to Ashoka Vidyalaya High School**

On 13 January 2018 the members of the English department visited Ashoka Vidyalaya English Medium High School. The main objective of this activity was to make the students develop self-confidence and enhance their creativity along with team spirit. Competitions like pick and speak and poem recitation were conducted to encourage the students to gain self-confidence and a platform to show case their talents. The students also taught the children to prepare things out of craft, inspiring the young children's creativity. The students participated enthusiastically. The program was coordinated by Mrs. Madhumathi J. Raja.

- **Visit to Dakshina Kannada Jilla Panchayath School**

The English department conducted an extension activity in Dakshina Kannada Jilla Panchayath School on 17 February 2018. The objective of this programme was to build confidence among the students and also develop leadership qualities. The students conducted various vocabulary games, poem recitation and pick and speak. The winners were distributed with prizes. The school students participated enthusiastically. This programme enhanced the school student's knowledge as well as they were given a platform to showcase their talents. The department students gained self-confidence and it helped them to develop leadership qualities as well as team spirit among themselves. The program was coordinated by Mrs. Madhumathi J. Raja.

- **Visit to St. Joseph English Medium High School**

On 29 January 2018 the members of the English department and a few students of I BBA'C' visited the St. Joseph English Medium High School, Mangaluru. The objective of this activity was to encourage the students to develop their self-esteem and to enrich their creativity. The students conducted various vocabulary games and encouraged the school students to show case their talents through these activities. This activity motivated the students to build their self-confidence and work in team with positivity. Mrs. Madhumathi J. Raja coordinated the programme and the student coordinator was Ms. Bindya S.

- **Visit to Animal Care Trust**

On 10 February 2018 the members of the English department and II B.Com students visited the animal care 'Vatsalya Animal Care Trust', Shakthinagar Mangalore. The objective of this extension activity was to make the students realize the need and importance of animal protection. The students visited the animal care trust, observed how injured, stray, sick animals are taken care. The students donated dog and cat foods to the trust. This activity helped them to realize the importance of animal protection. Mrs. Madhumathi J. Raja coordinated the programme.

- **Visit to Canara Higher Primary School**

The members of the English department visited Canara Higher Primary School, Dongerkery, Mangalore, on 10 February 2018. The aim of this visit was to educate the students in an informal way by creating friendly and different atmosphere. The students played various vocabulary

games and helped the school students in team work and encouraged the young school students to participate and showcase their talents through various ways. This activity helped the student's gain confidence; excel in their creativity and leadership qualities imbuing them with positive team spirit. Mrs. Madhumathi J. Raja and Mrs. Kavya coordinated the programme and Ms. Manjushree Kamath was the student coordinator.

- **Visit to Shree Laxmi Devi NarshimaPaiVidyalaya**

The members of the English department along with a few I BBA'C' conducted an extension activity in Shree Laxmi Devi Narshima Pai Vidyalaya at Panemangaluru on 17 February 2016. The objective of this programme was to make the students develop self-confidence and enhance their leadership qualities. Various competitions like pick and speak, poem recitation and vocabulary games were conducted. The school students participated enthusiastically. This activity was successful and it also enriched the students with confidence. Mrs. Madhumathi J. Raja and Mrs. Kavya coordinated the programme and Ms. Anusha was the student coordinator.

- **Awareness on Using Paytm**

On 4 and 7 April 2018, Suprith, Prajna and Krithi of II BBM 'C' visited Yacchus hair garage, Bantwal Balaji Stationaries, MG Road Mangalore and Suvarna Stores, Kodical, respectively to create an awareness on using Paytm. The activity helped the beneficiaries to understand the benefits of cashless transactions which have become the need of the day. Mrs. Madhumathi J. Raja coordinated the programme.

FINE ARTS ASSOCIATION

- **Visit to Kannada Medium Govt. Primary School**

Fine arts association conducted an extension activity at Balmatta Kannada Medium Govt. Primary School, Mangaluru, on 5th August 2017. The members of the association conducted a quiz for the students and also taught them to draw and sing. This activity helped to create team spirit & self-confidence among the students. The student coordinators were ShravanShetty and Deeksha. Dr. Jyothi coordinated the programme.

- **Visit to Abhaya Ashrama**

Fine arts association conducted an extension activity on 10 February 2018 at AbhayaAshrama, Old age home, Kodialbail, Mangalore. The objective of the visit was to sensitize the students about the problem faced by the elderly. Students interacted with inmates and shared their joys, sorrows and distributed fruits to them. Dr. Jyothi coordinated the programme.

FEST FORUM

Visit to Government First Grade College, Haleyangady

On 10 February 2018, a team of 7 students visited Government First Grade College, Haleyangady to organize an extension activity and to inculcate the habit of taking participation

in various intercollegiate fests. A total of 40 students from I and II B.Com participated in the activity. Various activities like group discussion, stress interview, product launch were taught to them. Students were divided into a group of eight and different tasks were given to them to perform. All the students participated enthusiastically and performed well. The students have been informed about the various judging criteria which they are going to face in future fests. The response was excellent. Everyone showed keen interest. As a token of gratitude, the students of Haleyangady College performed a dance and dedicated a song to our college students.

NSS

Campus Cleaning

NSS units of the college organized Campus Cleaning on 19th July 2017. Volunteers were asked to assemble in the college basement at 3 PM. Students were then divided into groups and assigned places around campus, college entrance, parking place, college ground and basement path was cleaned by the students. Students participated in this event with enthusiasm. Mrs. Renuthakshi and Mrs. Shalini M., NSS programme officers organized the event.

Vanamahotsava and Cleaning Programme

NSS units of the college organized Vanamahotsava and cleaning programme on 5th August 2017 at Girls Hostel run by Social Welfare Department of Government of Karnataka, Urva, Mangaluru. The chief guest of the programme, Mrs. Amitha Tharnath, Ex-Deputy Mayor, inaugurated the programme by planting a sapling. About 30 saplings of plants such rose, hibiscus, mango, jackfruit and medicinal plants were planted by NSS volunteers in the surroundings of the hostel. Large number of NSS volunteers took part in the tree plantation drive and took a pledge to save trees. The volunteers also cleaned the surroundings of hostel by pulling out the weeds and grass, pruning the plants and trees and clearing the litter and garbage. NSS officers Mrs. Renuthakshi and Mrs. Shalini M. coordinated the programme.

Campus Cleaning

NSS units of the college organized campus cleaning on 11th August 2017. Volunteers were asked to assemble in the college basement at 3.00p.m. Students were then divided into groups and assigned places around campus, college entrance, parking place, college ground and basement path was cleaned by the students. Students participated in this event with enthusiasm. Mrs. Renuthakshi and Mrs. Shalini M. coordinated the programme.

One Day camp at JTS.

On 20th August 2017, NSS unit organized a one-day camp at JTS, KPT Mangalore. Mrs. Renuthakshi and Mrs. Shalini M., NSS programme officers accompanied the students. 150 students participated in the shramadhan. All the NSS volunteers along with the NSS officers reached the site at 8.30 am. Volunteers were divided into different groups. Each of the groups had a leader from final and second years. After the shramadhan, evaluation of the work was done, the first and second year students shared their experience of the activity. After the evaluation, the NSS officers gave the feedback.

One day camp at Thumbe Grampanchayat

NSS unit organized a one day camp in association with Thumbe Grampanchayat and various organisation from Thumbe Kadegoli to Ramalkatte on 3rd September 2017. The NSS officers, Mrs. Renuthakshi and Mrs. Shalini M. accompanied the students. All the NSS volunteers along with the NSS officers reached the site at 9.00 am. Volunteers were divided into different groups and various responsibilities were assigned. Both sides of the National Highway were cleaned by the NSS students. NSS volunteers conducted street play to make public aware about cleanliness. Evaluation of the day's work was done after shramadhan. The volunteers shared their experiences of the activity. After the evaluation the NSS officers gave the feedback. The Thumbe Grampanchayat President Mrs. Hemalatha G. Poojari, Vice President Mr. Praveen B. Thumbe called upon the NSS volunteers to serve the society without any expectation and appreciated the work done by the NSS volunteers.

NSS Annual Special Camp

The NSS annual special camp was held at Government Higher Primary School, Kadabettu Bantwal from 23rd to 29th December 2017. 122 NSS volunteers participated in the camp. Shree Rajesh Naik Ulipadiguttu inaugurated the camp by lighting the lamp. In his inaugural address the inaugurator spoke about the importance of attending NSS camp and also stated that the experience one can get by attending such camp will be helpful in future. Prof. Aruna P. Kamath, principal presided over the function. Other dignitaries present over the dais wished success for the camp. Mr. Jaydeva compeered the program. The NSS program officer, Mrs. Renuthakshi welcomed the guest. NSS oath was administered to volunteers by Mrs. Shalini M., NSS program officer. Mr. Rakesh B. J. proposed the vote of thanks.

After inauguration dignitaries gave a formal start for shramadan Guddaly puja on the same day, the volunteers were briefed about the program and activities for 7 days. They were divided into 4

groups. Each group was assigned two group leaders. On 24th December free medical checkup by Yenepoya Medical College Hospital was organized. On 25th December volunteers performed street play on the awareness of cleanliness at Vagga junction. In the afternoon guest lecture on Parisara Premi Aguvudu Hege? was organized by the resource person Shree Udaykiran. On 26th December volunteers visited Vishnupriya cashew industry. On 27th December afternoon guest lecture on 'Our Country and Money' was organized. On 28th December Shibirajyothi program to recollect the memories and experience of the camp was organized, volunteers and localites lit diyas around Indian map which was drawn by volunteers. This was followed by cultural program on the theme tulunada vibhava

All the seven days camp were filled with activities which were planned during pre-camp meeting. Every day began with a prayer session at 6 am, flag hoisting and exercise at 6.30 am.

Valedictory program was held on 29 December 2017 11am. Shri Jethendra Kottari, Zillavakthararu was a guest of honor, Prof. Aruna P. Kamath, Principal and Shri Pramod Rai, President of Grama Panchayath Kavala Padoor presided over the function. Pramod Rai appreciated the volunteers for their hard work dedication and discipline. He also gave his valuable suggestion. A special appraisal was given for the cultural program organized by the volunteers every evening after a day's hard work. Everyone wished good luck and bright future to the volunteers.

Campus Cleaning

NSS unit of the college organized campus cleaning on 6 January 2018. The volunteers were divided into groups and assigned places around campus, college entrance, parking place, college ground and basement path were cleaned by the students. Students participated in this event with enthusiasm. Mrs. Renuthakshi and Mrs. Shalini M. NSS programme officers organized the event.

Extension Activity at Samvedana

The NSS unit conducted an extension activity at Samvedana on January 20th 2018. The objective of this activity was to bring compassion among students and enrich team building skills. 45 students from the NSS unit actively participated in the activity. NSS students conducted various games to the children's. Children have presented their talents like singing, dancing, drawing etc. NSS Volunteers collected amount of Rs.5000 and donated to this ashram

Blood Donation Camp

The NSS unit organized Blood donation camp in association with K M C Hospital Mangalore on 8 February 2018 in the college auditorium. The objective of the programme was to spread awareness about Blood donation among the students. Dr. DeepaAdiga, Blood bank Director, K M C Mangalore inaugurated the programme. In her Inaugural address, she enlightened the need of donating blood. Principal Mrs. Aruna P. Kamath presided over the function. NSS officers were present for the camp. Around 90 students voluntarily donated Blood.

YOUTH RED CROSS

- **Youth Red Cross one-day Camp**

The members of the association conducted one-day camp at Abhaya Ashram Assaigoli, near Deralakatte on 10th November 2017. The members of the association conducted various activities for the children and also distributed chocolates to them. They donated note books and rice to the ashram. Mr. Prasanna Kumar coordinated the programmes.

- **Blood Donation Camp**

The Red Cross unit and NSS unit organized blood donation camp in association with KMC Hospital Mangaluru on 6 February 2018 in the College auditorium. The objective of the programme was to spread awareness about blood donation among the students. Dr. Debarshi Saha, Blood Bank Medical Officer, KMC Mangaluru inaugurated the programme. In his inaugural address, the inaugurator enlightened the need of donating blood. Principal, Mrs. Aruna P. Kamath presided over the function. NSS officers and Red Cross coordinators were present in the occasion. Around 90 students voluntarily donated blood.

- **Blood Donation Camp**

The Red Cross unit and NSS unit organized blood donation camp in association with KMC Hospital Mangaluru on 2 February 2018 in the College auditorium. The objective of the programme was to spread awareness about blood donation among the students. Dr. Deepa Adiga, Blood Bank Medical Officer, KMC, Mangaluru, inaugurated the programme. In her inaugural address, the inaugurator enlightened the need of donating blood. Principal, Mrs. Aruna P. Kamath presided over the function. NSS officers and Red Cross coordinators were present in the occasion. Around 90 students voluntarily donated blood.

- **Two days Special Camp**

A two days special camp was conducted by Youth Red Cross association at Dakshina Kannada Zilla Panchayath Higher Primary School, Neerkaje on 13th and 14th January 2018. The first day of the camp began with the inaugural ceremony by addressing the students about Youth Red Cross, its origin, importance and services. The Red Cross volunteers conducted various sports activities to the children of Neerkaje school. The student volunteers visited vriddhashram and offered fruits and biscuits to the people of vriddhashram.

The formal function was followed by cultural programme. Mr. Shrinivas Delantha Bettu, Principal of Janatha Pre University College, Adyanadka was the chief guest and Mr. Pravin Saralaya was the guest of honor. Dr. Ramachandra K., Mrs. Devaki, Mrs. Jayanthi, Mrs. Vimala, Mr. B. K. Ibbrahim, Mr. Chandra Shekara Poojary, Mr. Sooraj and Ms. Rashmi, alumnus of the college were the guests. Mr. Shrinivas in his speech called the youths to conduct more of such camps in villages for the benefit of the people and admired the work carried out by the Youth Red Cross Association of the college wishing good luck to the team. He enlightened the students and said that youth can do many things if they join together. Mrs. Jayanthi also enlightened the students by her inspiring words. Prizes were distributed to the students for the various sports events. After the formal function all the volunteers celebrated the Vivekosthsava by lighting the lamp around the Indian map drawn by the students which was followed by various cultural programmes. On the second day a medical camp was conducted by Dr. Prem Kotian and his team from KMC Hospital, Attavar. Dr Prem Kotian said that it is very necessary to spread medical awareness among villagers and the efforts taken by the association are commendable. More than 150 villagers were benefited from this medical camp where in they were given free medicines and spectacles. After the medical camp the volunteers spread awareness on cash less transaction, its importance and use to the villagers. Valedictory programme was conducted at 4.00 p.m. The chief guest for the programme was Mr. Madan, S. I., Bundar Police Station. He spoke about Youth Red Cross and congratulated the whole team for conducting this camp. Memento was handed over to Yuva Shakthi friends, Neerkaje for the support rendered by them in carrying out the medical camp.

ROVERS AND RANGERS

- **Tree Plantation**

On 19th August 2017 the members of the association conducted tree plantation in Kapikad Govt. School, to create awareness among the students on environmental conservation. The members

learnt how to nurture the environment through planting saplings. Mr. Gururaj G. coordinated the programme.

- **Street Play**

The members of the association performed street play in several places of Mangaluru city to create awareness about importance of voting rights among general public.

- **Short Film**

The members of the association directed a self created short movie on Election Literacy The objective was to create awareness about the importance of election there by awakening the role of citizen in building a nation. Jayadev Hiranya and Rakesh B. J. of III BBM were the student coordinators.

CAREER GUIDANCE AND PLACEMENT CELL

- **Visit to Rosario High School**

Career Guidance and Placement cell conducted an extension activity on 5th August 2017 for the high school students of Rosario High School, Pandeshwar, Mangalore. Talk was presented by Shrijith and Akash Raj of III BCA on “Career Planning”. The objective of the programme was to increase students’ knowledge of career options. As a student in high school, it can be challenging to make plans and take the steps necessary to follow the right path for a career. Large number of high school students took the benefit of this programme. Mrs. Sowmya Jyothi, Mr.Prasanna Kumar T. and Mrs. Anasuya coordinated the programme

ANNEXURE – 10

Annexure for question number 6.1 : State the Vision and Mission of the institution

VISION

Develop competencies of people to meet the challenges of Business, industry and service sector. Empower them with requisite skills to be globally acceptable Business leaders. Provide world class professional management education to the people at reasonable cost, spread Indian ethos spirituality to sustain, survive and succeed in Business & industry.

MISSION

Bring professionalism in all spheres of life. Enrich the quality of life by creating and sustaining the urge to continuous learning for life. Encourage competitive spirit for organization excellence by leveraging intellectual human capital. Instill entrepreneurial qualities with right moral, social values and prosper, enhance the quality of life of individual by encouraging to believe in personal integrity, hard-work & honesty in public life. Develop leadership, entrepreneurship quality among the people with patriotism, modern outlook and positive attitude towards life. Develop self confidence to lead, motivate people through case study, practical training and exposure to global business & industry.

ANNEXURE – 11

Annexure for question number 7.2 : Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

Being a premier institute, the college organized various programmes are listed.

- UGC sponsored Minor Research Project
 1. 18 Management sponsored Minor research projects
 2. 15 Certificate Courses in various subjects.

- 3. Academic Programmes & Guest lectures by experts :
 - Guest lecture on “GST- Impact on public”

 - Guest lecture on “Present Banking Scenario and Regulations”

 - Guest lecture on “Strategies for Market Research”
 - Guest lecture on “Corporate life”
 - Guest lecture on “Training on Viral Video Making”
 - Guest lecture on “Human Rights Day Celebration”
 - Talk on “Talent Management”
 - Guest Lecture on “HR-Role in Organization Building”
 - Guest lecture on “Retention Strategies in the Organization”
 - Guest lecture on “Training and Development in Rural Market”
 - Talk on “Digital India”
 - Guest lecture on “Effectiveness of Rural Entrepreneurship
 - Guest lecture on “Professional Course Orientation”
 - Guest lecture on “Monitoring loan accounts and NPA’s”
 - Guest lecture on “Customer Relationship Management”
 - Guest lecture on “Advertising Effectiveness through Medias”
 - Guest lecture on “BSE & Capital Markets”
 - Guest Lecture on “Expert Witness and Patent Litigation”.

Guest lecture on “Best practices in Consumer Protection”

Guest lecture on “An Entrepreneurial Journey”

Guest lecture on “World Entrepreneurship Day ”

Talk on “Introduction to Java Database Connectivity”:

Talk on “Handling Procrastination”:

Guest Lecture on “Web Domains and Web Hosting”

Talk on “Big Data”

Guest lecture on “Social Intelligence”

Guest lecture on “Angular – The Web Framework”

Guest lecture on “Basic Etiquette”

Guest lecture on “Application of Computer Graphics”

Guest lecture on “Project Documentation on Software Engineering”

Guest lecture on “Information Revolution”

Talk on ‘A Lifetime of Healthy Smile!’

Guest lecture on “Moral Values and Character Education”

Guest lecture on ‘Positive Attitude’

Guest lecture on “Importance of Aim in Life”

Guest lecture on “Importance of Time”

Guest lecture on “Stress Management”

Guest lecture on “Positive Thinking”

Guest lecture on “Higher Education in abroad”.

Guest lecture on “Hadoop Managing Big Data” :

Guest lecture on “Corporate Training”

Guest lecture on “Awareness on Banking Exams” :

Guest lecture on “Career Opportunities in the Media and Entertainment Industry”.

Guest lecture on “Awareness on answering aptitude test” :

4. Value Education Programmes.

Value education guest lecture on “Skill Development and Awareness on Higher Education in Abroad”

Value education guest lecture on “Success with Happiness ”.

Value education guest lecture on “Moral Values and Character Education”.

Value education guest lecture on “Motivational Talk ”.

5. Orientation & Inauguration of various Associations.

6. IQAC Programmes for initiating Quality Improvements :
 - Faculty Development Programme on “Blue Ocean Strategy – Industry Institution Interaction”
 - Faculty Development Programme on “Research Publication in International Journals”
 - Faculty Development Programme on “Role of Research Publication in Teaching and Learning ”
 - Faculty Development Programme on “Blue Print for NAAC 2022”

7. Skill enhancements programmes to provide practical experiences in various functional areas of management and computer application.

8. Field visit to get industrial exposures :
 - Factory Visits

9. Programmes in association with different organizations :
 - Karnataka State Human Rights Commission, District administration, legal service authority, human rights non government organisation in association with college celebrated human rights day on 13 December 2017 .
 - A seminar on NAAC-New Methodology was organized in association with SDM Law College on Wednesday, 14 December 2017 in the college.
 - NSS unit organized a one day camp in association with Thumbe Grampanchayat and various organisation from Thumbe Kadegoli to Ramalkatte on 3rd September 2017
 - The NSS unit organized Blood donation camp in association with K M C Hospital Mangalore on 8 February 2018 in the college auditorium
 - The Red Cross unit and NSS unit organized blood donation camp in association with KMC Hospital Mangaluru on 6 February 2018 in the College auditorium.
 - The Red Cross unit and NSS unit organized blood donation camp in association with KMC Hospital Mangaluru on 2 February 2018 in the College auditorium

Extension activities to reach out to the society and also to share knowledge :

- Visit to Junior Technical School KPT,Mangaluru
- Visit to Kanara Chamber of Commerce,Mangaluru
- Visit to DSAJ precision, Mangaluru.
- Visit to Plama Plastics,Mangaluru

- Visit to Lourds School, Bejai.
- Visit to a software exhibition organized by the MCA department of Shree Devi Institute of Technology (SDIT), Kenjar, Mangaluru
- Visit to Mangala Cashew Industries” Padavinangady, Mangaluru..
- Visit to Government Primary school, Attavar, Mangalore.
- Visit to visited DSAJ Precisions Private Limited, Nayak Complex, Jeppu, Mangaluru.
- Visit to St. Gerosa English Higher Primary School, Jeppu, Mangalore
- Visit to Management Indiana hospital, Mangalore
- Visit to Dhanalakshmi Rubber Industry labourers at Ujire, Belthangady Taluk.
- Visit to Gurucharan Industries, Baikampady, Mangalore

- Visit to Govt. Primary School Nirkaje, Vitla

- Visit to Bhagavathi English Medium Primary and High School, Sankolige, Uchila

- Visit to PACMAC Engineers Pvt. Ltd, Baikamapdy, Mangalore.

- Visit to Attavara Government School, Mangaluru,
- Awareness about self-help groups and its objectives among different group of housewives in Bantwal Taluk
- Awareness about online marketing to general public
- Awareness about digital payments to shop owners
- Awareness about Paytm to general public
- Awareness about different types of investments to petty shop owners
- Awareness about small saving schemes to general public

- Visit to Canara Higher Primary School, Urva
- Visit to different courts at court complex, Mangaluru
- Visit to Government school, Mannagudda
- Visit to Kittle Memorial High School (Aided), Gorigudde, Mangalore
- Visit to Dakshina Kannada Zilla Panchayath Higher Primary School, Attavar, Mangalore
- Visit to Holy Family Higher Primary School, Derebail, Mangalore
- Extension activity in B.E.M. Higher primary School, Alake
- Extension at KREC Kannada Medium School, Surathkal, Mangaluru
- An extension activity at Chethana School Government First Grade College, Haleyangady
- Extension activity at Dakshina Kannada Zilla Panchayath Higher Primary School, Kapikad, Mangalore
- Visit to ICGS SHOOR Ship, NMPT, Mangaluru
- Extension activity Nalya Padavu Higher Primary School, Shakthinagar, Mangaluru.

- Visit to Govt. Model Higher Primary School, Kavoor, Mangalore
- Visit to Govt. Higher Primary School, Kadri, Mangalore.
- Visit to Dakshina Kannada Zilla Panchayath Higher Primary School, Mannagudda
- Visit to St Lawrence Anudanitha Higher Primary School, Bondel, Mangalore..
- Visit to St. Reeta Higher Primary School, Mangaldevi, Mangalore
- Visit to Mangala Seva Samithi Trust, Kutharpadavu, Munnur

- Field trip to M. Vaman Nayak Sons, Winding Wall and Grandfather clock Manufacturers and Exporters
- Field trip to Sarathi printers, Baikampady
- Visit to Nalanda High School, V.T. Road, Mangaluru
- Field trip to KIOCL Ltd
- Visit to Government First Grade College (Gandhinagar)
- Visit to Indian Wood and Wood Products, Shediguri
- Visit to Little Sister Old age Home, Bajjodi
- Visit to St. Anns High School, Kuntikan, Mangalore.
- Visit to Roof Terrace Garden

- Visit to Govt. Higher Primary School at Bikarnakatte, Mangalore.
- Visit to Holy Family English Medium School, Surathka
- Visit to Naveen Engineering Works, Carstreet, Mangalore
- Field Visit to KVS Cashew Factory, III BCA.
- Visit to Lady Hill Higher Primary School
- Visit to Paschim Trust Rehabilitation Centre-‘A home for Aged ’, Someshwar Village, Kotekar, Mangalore
- Visit to Ashoka Vidyalaya English Medium High School
- Visit to Dakshina Kannada Jilla Panchayath School on 17 February 2018.
- Visit to the English department of St. Joseph English Medium High School, Mangaluru
- Visit to the animal care ‘Vatsalya Animal Care Trust’, Shakthinagar Mangalore
- Visit to Shree Laxmi Devi Narshima Pai Vidyalaya at Panemangaluru
- Visit to Yacchus hair garage, Bantwal Balaji Stationaries, MG Road Mangalore and Suvarna Stores, Kodical.
- Visit to Balmatta Kannada Medium Govt. Primary School, Mangaluru
- Visit to AbhayaAshrama, Old age home, Kodialbail, Mangalore
- Visit to Government First Grade College, Haleyangady

10. Students Council Programmes :

- Orientation Programme for first year students
- Progenitor- Orientation by Students
- Brain Storming for Action Plan by SQAC
- Interaction of Student Council Members with Poojya Dr. D. VeerendraHeggade
- Inauguration of Student Council
- Leadership Training Programme
- PTA Annual General Meeting
- Independence Day Celebrations
- Teacher's Day Celebrations
- College Annual Day Celebration 2018

11. Placement Cell Activities :

- Online Registration for Kaushalya Karnataka Yojana
- Guest Lectures on Higher Education in aboard
- Guest Lectures on Hadoop Managing Big Data
- Talk on “Corporate Training”
- Guest Lecture on “Awareness on Banking Exams”
- Guest Lecture on “Career Opportunities in the Media and Entertainment Industry
- Talk on ‘Awareness on answering aptitude test
- Workshop on " Competitive Exams”

Pool Drive

III BCA students attended the off-campus recruitment drive by Deloitte at Alvas Engineering College, Moodbidri on 20th September 2017. Three students received their offer letters in the month of January.

Off-Campus recruitment

III BCA students of attended the off-campus recruitment drive by Infosys at SDM college, Ujire on 9th January 2018 and MGM College, Udupi on 11th January 2018. 19 students attended the pool drive and six of them got selected

Udyoga Mela

Final year students of our college attended the Mangaluru Udyoga Mela (Disha Career Fest) 2018 organized by Mangalore University, Mangalagangothri on 17th February 2018.

Campus Placement

- The Career Guidance and Placement Cell organized campus recruitment for the final year students on 14th March 2018 by Goan Institute International Consociation of Education Pvt. Ltd. [GICE]. 14 students were shortlisted
- The Career Guidance and Placement Cell organized On-campus placement drive on 16th March 2018 for the final year students by Tricies HR Solutions, Mangalore.

12. Observation of important days :

- Sthavana Dina Celebration on 12th August 2017 in the college auditorium .to mark the founders’ day celebration
- Teacher’s Day Celebrations
- Traditional Day
- Women’s Day Celebrations
- Hindi Day Celebrations.

- International Yoga Day
- Independence Day Celebrations
- Observation of Sadbhavana Day
- World Entrepreneurship Day
- Observation of World Environment Day
- Observation of World Population Day
- Human Rights Day Celebration
- National consumer's Day celebration
- Observation of Computer Literacy day

13. Alumni & PTA meetings.

ANNEXURE – 12

Annexure for question number 7.3 : Give two Best Practices of the institution

1 TITLE: SKILL ENHANCEMENT

The vision and mission of the institution stresses on developing the competencies of people to meet the challenges of business and industry and to empower them with requisite skills to be globally acceptable business leaders. Hence enhancing the skills of the students is given the highest priority.

Goal:

- To create awareness and interest in improving skill.
- To bridge the gap between theory and practice.
- To develop the requisite skills in different functional areas.
 - Finance – analytical skills.
 - Marketing – creative ability.
 - Human Resource – Team work, group dynamics.
 - Computers – programming skills.
 - Languages – communication skills.
- To promote experiential learning.
- To enhance employability.
- To provide a platform to bring out the hidden talents.
- To be more focused.
- To polish and sharpen the existing skills.
- To explore oneself and build on the strength.
- To get acquainted with novel skills required in the dynamic world.
- To promote integrative thinking.
- To incorporate inter-disciplinary approach.

Context:

The remarkable shift in the job market has brought pressure and responsibility to the shoulders of educational institutions. Skill enhancement has thus become an inevitable part of any teaching programme. It is the skills that make the students employable, besides the acquisition of the degree. Students should have multiple skills to gain success in the job market.

In spite of all the efforts made to make the curriculum relevant, practical component is missing. The only means through which practical oriented learning can be promoted is through

these skill enhancement activities. The need for a shift from class room based instruction to experiential learning system is achieved through focus on skill enhancement activities.

Integrative thinking which is required in the practical world can be achieved through skill enhancement activities. In real life, problems rarely impact one discipline to the exclusion of others. HR problems need finance support; operations issues have HR angle; marketing solution depends on production capabilities and so on. Thus thinking in silos can be avoided and more meaningful solutions can be arrived by incorporating skill enhancement activities. Inter-disciplinary approach can be promoted through these activities.

Practice:

In order to develop and enhance skills in different areas, in various departments have formed their own associations with the specific objectives of organizing wide range of activities through which relevant skills can be developed. These activities are organized after the regular class hours. Faculties who judge the competitive activities, give useful suggestions to the students for improving their skills. Following is an account of some of the skill enhancement activities:

The efforts for enhancing skill does not stop at the institutional level. Skills for organizing can be imparted only when students are given the responsibility of actually conducting the management / IT fests. Following are the fests organized by the institution which provide a training ground to learn multi various skills:

Enhancing skill is no doubt inevitable but there are several constraints and limitations as mentioned below:

- Difficulties in designing the skill enhancement activities
- Non availability of competent professionals to judge the competitive events.
- Time and resource constraints.

Evidence of Success:

The positive outcome of this practice is felt very much. The practical experience which the students have gained has made more confident. Observation reveals that students who gained from these activities are doing well in their career. They attribute their success to the training gained in the college.

Spill over effect of the programmes is also felt very much. Success stories of the students empowered through skill enhancement, has motivated others students to join the band.

Problems Encountered and Resources required:

It is practically impossible to involve all the students in the exercise of skill enhancement. Besides evaluation becomes subjective as skills can be measured only qualitatively.

Resources required are competent experts to design the activities, professional to judge the event, efforts to create artificial environment for simulation activities.

2. TITLE: EXTENSION ACTIVITIES

A large number of extension and outreach activities are organized to encourage community engagement and service-learning among the students. These activities are organized for the benefit of the community and also for the development of student's personality. The

extension activities encourage sharing of knowledge, resources and services between the institution and the local communities. These activities bring about long lasting transformational effects for both the institution and the community.

Goal:

- To cultivate the spirit of active involvement in the service to the community among the students.
- To empower the students and the community.
- To provide the students an exposure to contemporary social reality.
- To develop the skills of integrating theory and practice.
- To cherish cultural values.
- To bring about personality development.
- To encourage learning through practice.
- To instill the quality of empathy among the students.
- To cultivate social responsibility.
- To develop philanthropic attitude.
- To sensitize students about burning social issues.
- To develop essential life skills such as problem solving, group dynamics, leadership etc.
- To promote humanitarian values.

Context:

Extension activities combine traditional class room interaction with community service to enhance learning and social responsibility. The institution conducts various types of extension activities based on the needs of the community. There are several areas where help and support of institutions of higher education can bring about transformation for the good. Active involvement of the students in catering to community requirements will make the students socially responsible citizens. It also gives them an opportunity to develop team spirit which teaches them to work in a group effectively. The need for inculcating dignity of labour among the students can be best achieved through the extension activities. Thus, all the extension activities organized by the institution have created mutual benefit both directly and indirectly for the students, the college, participating institutions and the community in general.

Practice:

The main areas of focus are education, health, environment, cleanliness and social issues. Associations like NSS, Red Cross and Rovers & Rangers which are specially dedicated for service activities plan them out in the beginning of the academic year. But, responsibility for organizing extension activities is not just limited only to these associations. In order to give opportunities to all the students every association / department organizes at-least one extension activity per semester. The nature of their activities varies according to the objectives of the association. These activities mainly aim at organizing awareness programmes through sharing their knowledge.

Designing the extension activities is done by interacting with members of public and representatives of various charitable organizations to know their requirements. Based on this faculty and the students build up a list of areas and organizations where extension activities can be conducted. Requirements such as funds, materials etc. are considered before the finalization of the activities. The concerned organizations are also contacted to fix the dates and to sort out regulatory requirements. Once the areas and organizations are short listed, the faculty and the students plan out activities that are to be conducted. Adequate awareness and guidance is given

to the students about the proposed activities. With necessary preparation and planning, the activities will be held with the cooperation of all the stakeholders.

Evidence of Success

Many of the organizations have conveyed the appreciations for the extension activities organized by the institutions and they have also requested the institution to organize such activities in the future. This has created goodwill and mutual understanding between the institution and participating organizations. Students have been benefited in various ways through the development of skills such as communication, team-building, leadership etc. It is observed that students who took part in these activities are doing well in general. The examples of the illustrious alumni also point out the role of extension activities in personality development. The extension activities have helped the institution to increase its community participation and thus become proactive in its service to the society.

Problems Encountered and Resources required

Adjusting the problem of time and duration with the collaborating organization had to be overcome. In many cases the college had to take special permission from governmental and law enforcement authorities. Funds, materials, stationary, ICT tools, transport facilities were some of the resources required for the organization of extension activities.

ANNEXURE – 13

Annexure for question number 8 : Plans of institution for next year

- To motivate the faculty members to undertake PhD, Major Research Projects and Minor Research Projects funded by UGC, CSIR and HRD.
- To organize National Seminars/ Conferences for dissemination of information