



YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution

**Shri Dharmasthala
Manjunatheshwara College of
Business Management**

- Name of the Head of the institution **Mrs. Aruna P. Kamath**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**

- Phone no./Alternate phone no. **08242496980**
- Mobile No: **9964142796**
- Registered e-mail **sdmcbm@sdmcbm.ac.in**
- Alternate e-mail **principal@sdmcbm.ac.in**
- Address **M. G. Road, Kodialbail**
- City/Town **Mangalore**
- State/UT **Karnataka**
- Pin Code **575003**

2.Institutional status

- Affiliated / Constitution Colleges **Affiliated**
- Type of Institution **Co-education**

- Location **Urban**

- Financial Status **UGC 2f and 12(B)**
- Name of the Affiliating University **Mangalore University ,Karnataka.**
- Name of the IQAC Coordinator **Mrs.Gayathri**
- Phone No. **08242496980**
- Alternate phone No. **08242494186**
- Mobile **9008965156**
- IQAC e-mail address **iqac@sdmcbm.ac.in**
- Alternate e-mail address **sdmcbm@sdmcbm.ac.in**

3.Website address (Web link of the AQAR (Previous Academic Year) <https://sdm.ac.in/files/docs/aqar/aqar2021-2022/AQAR2021-2022.pdf>

4.Whether Academic Calendar prepared during the year? **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: <https://sdm.ac.in/files/docs/NAAC/AcademicCalendar/AcademicCalendar2022-23.pdf>

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	-----	2004	16/02/2004	02/02/2009
Cycle 2	A	3.16	2010	04/09/2010	03/09/2015
Cycle 3	A	3.30	2017	02/09/2017	11/09/2022
Cycle 4	A	3.15	2023	01/05/2023	30/04/2028

6.Date of Establishment of IQAC **30/07/2005**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	NIL	NIL	NIL	NIL

8.Whether composition of IQAC as per latest **Yes**

NAAC guidelines

- Upload latest notification of formation of IQAC [View File](#)

9.No. of IQAC meetings held during the year 11

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report [View File](#)

10.Whether IQAC received funding from any of the funding agency to support its activities during the year? **No**

- If yes, mention the amount

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

Introduction of additional short term courses in emerging fields. Official Email Id is created for all the students using SDMCBM domain for inviting the students to the Google Classroom Involvement of large number of students in extra curricular activities by organizing wide range of extension activities. Orienting the students on value based education. Designing programmes to inculcate multi various skill among the students

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
To organize short term courses	Short Term courses were conducted to the students on the following topics
Nil	Stress Management ,Vyavaharika Kannada, Environment and Ecology , Management Social Responsibilities & Environment, Phonology & Character Building ,Rural Marketing ,Aadalitha Kannada ,E-Commerce, Indian Captial Market ,Investment Analysis & Portfolio ,Management Skill ,Professional Ethics ,Hindi Translation, Professional Skill Development, Entrepreneurial Finance, Basics of Block Chain Technology ,Digital Marketing , Consumer Behavior & Research ,Research Methodology ,Marketing Research ,Life skil & Personality Development , Direct Taxation ,Agile: Software Development Life Cycle, Talent Acquisition & Life Skills
To ensure class participation by the students and to give study material required	Email ID was created to all the students ,Class wise WhatsApp groups were formed, Google classroom were formed to provide notes.
To organize guest lectures to give greater exposure to the students	Guest lectures were conducted to students on current topics
Student faculty programme to provide platform to advance learners.	Students' faculty programmes were conducted to our students
Provision of library service by providing e-library facilities	The library provided following services to support students and faculties for teaching and learning.

<p>Nil</p>	<p>Library shared NList e-resources link to student in the website.Nlist contains 6000+ ejournals and 1, 99,000+ e-books, Shared national digital library of India link. Students enrolled in NDLI and accessed eresources, Shared karnataka digital public library link. Students enrolled in KDPL and accessed competitive exam books, Uploaded free ebooks and evidoes in library software and created awareness to students, Shared Dspace institutional digital repository software link to students and faculties. Through Dspace students accessed old question papers and syllabus, Conducted orientation programs and created awareness about library facilities, services, rules and regulations.</p>
<p>Participation in seminar workshop and training programme</p>	<p>STAFF ACHIEVEMENT</p>
<p>Extension Activities</p>	<p>Many extension activities were conducted by the students in order to give them hands on experience in various skills like soft skill, managerial skill, time management</p>
<p>Publication and Presentation by faculty</p>	<p>Publication was done by faculties in reputed journals and Presentations were done by faculties</p>
<p>Skill enhancement programme</p>	<p>Many Skill Enhancement programme were conducted by various associations to develop the skills of the students.</p>
<p>Awareness about scholarship facilities</p>	<p>Information about various scholarships and guidance to apply for the same was given by</p>

	the class advisors .
Career guidance programme	Career guidance programme were conducted to the students to train them on competitive examination , Aptitude test,, Interviews, Professional Courses like CA and CS
Involving Alumni in to motivate the students.	Alumni interaction was conducted were alumni were called and they interacted with the students on their industry experience, topics on current scenarios were discussed
To mentor the students	Mentoring was conducted to students who faced problems in studies
To collect students Feedback	Student's feedback was collected. Online feedback from students at the end of semester was collected student feedback about individual faculty
To conduct programmes to instill values among the students	Student orientation was conducted, Independence Day celebration, Saraswathi Pooja,Sadh Bhavna divas.

13. Whether the AQAR was placed before statutory body? Yes

- Name of the statutory body

Name	Date of meeting(s)
IQAC	10/01/2024

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

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Name	Date of meeting(s)
IQAC	10/01/2024
14.Whether institutional data submitted to AISHE	
Year	Date of Submission
2024	07/02/2024

15.Multidisciplinary / interdisciplinary

Affiliating university has implemented NEP from 2021-22. Prior to the implementation, Deans and senior faculties have attended seminars and workshops organized by the university. College management had also organized workshop to create awareness about the vision of NEP and to gear up the institutional preparedness to implement NEP. The curriculum under NEP has Discipline Specific Core Courses, Discipline Specific Electives, Open Electives, Ability Enhancement Courses, Skill Enhancement Courses; Value based Courses, Yoga, Health & Wellness, sports, physical Fitness, CoCurricular & Extracurricular Courses. Modules on service to humanity, volunteering, human rights and gender equity are introduced to drive the vision and mission of the institution. Students are encouraged to take add on certificate programmes offered by other departments.

16.Academic bank of credits (ABC):

In line with the new National Education Policy, the University Grants Commission (UGC) has officially notified the Academic Bank of Credits (ABC) that would help students build their degrees as per their choice. The flexibility in academic programmes will enable students to seek employment after any level of ward and join as and when feasible to upgrade qualification. The college realises the necessity to register for the UGC proposed ABC in order to promote learner-centric and interdisciplinary approach. Awareness is created among the students about this innovative idea to earn and deposit credit.

17.Skill development:

The Vision of the NEP regarding the inclusion of skill components in the curriculum has been implemented by the institution even prior to the introduction of NEP. The same policy of inculcating generic skills and domains specific skills in different functional areas of management and IT has been continued. Guidelines of NEP regarding inculcation of life skills through Yoga, Health and Wellness, Sports, Physical Fitness, Curricular and CoCurricular activity has been implemented systematically.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

Students are given freedom to study any one Indian language of their choice. In a mega flagship event of the college, organized every year on the occasion of independence day, each class is given a themes related to Indian cultural and heritage in

which student perform skits, dance, songs, mime show which instils a sense of nationalistic and cultural pride among the students. Students are also provided platforms to perform traditional art like Yakshagana Bharatanatyam and other forms of Indian culture. Yoga and Pranayama training is also important to the students through online and offline mode.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

All programmes have been assigned clearly stated POs, PSOs and COs. Teaching pedagogy, curricular and co-curricular activities are designed in such a way that expectations in terms of programme objectives, programme specific objectives and course objectives are clearly met. Skill enhancement activity by various subject association, management and IT fest, training by the fest forum wide range of extension activity, field study etc..are the different means through which the college focuses on outcome based education.

20.Distance education/online education:

During the pandemic most of the classes are conducted through online mode. Short term courses were also offered through online mode. Even post pandemic, College Email Id, through college web portal has been created for all the students so that hybrid mode can be used at times of necessity. Faculties also create awareness among the students about MOOC courses.

Extended Profile

1.Programme

1.1 183

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

File Description	Documents
Data Template	View File

2.Student

2.1 1392

Number of students during the year

File Description	Documents
Data Template	View File

2.2 **1185**

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

File Description	Documents
Data Template	View File

2.3 **480**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 **38**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 **38**

Number of Sanctioned posts during the year

Extended Profile	
1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	183
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	1392
File Description	Documents
Data Template	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	1185
File Description	Documents
Data Template	View File
2.3 Number of outgoing/ final year students during the year	480
File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	38
File Description	Documents
Data Template	View File

3.2	38
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	25
Total number of Classrooms and Seminar halls	
4.2	56.14186
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	152
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

- The college, an affiliated college of Mangalore University, aims to transform students into lifelong learners through a systematic curriculum delivery process.
- The institution follows university regulations, including choice-based systems since 2019-2020 and the NEP syllabus since 2020-2021.
- At the beginning of each semester, departments meet to plan curricular activities and develop a departmental plan of action.
- This plan includes maintaining work databases, assigning assignments, presenting student-centered learning activities, conducting internal tests and viva voce, conducting case studies, organizing guest lectures from industry experts and alumni, and arranging field visits.
- The institution also conducts bridge courses, student-centric learning activities, and guest lectures from

industry experts and alumni. It also organizes field visits, extra classes for slow learners, skill enhancement activities, student faculty programs, extension and outreach activities, and interdisciplinary short-term courses.

- The systematic and well-documented process of curriculum planning ensures effective teaching and administrative processes.
- The institution's goal is to provide transformative education with accessibility, comprehensibility, and transparency.

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

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

- The college follows a university calendar for academic calendars, including teaching, examinations, and semester breaks.
- The principal assigns tasks to the examination committee, which adheres to rules and maintains the exam minutes book.
- Test timetables are displayed one month in advance, and meetings are held with faculties and non-teaching staff. Teachers prepare teaching schedules, class tests, assignments, and viva-voces by the academic calendar.
- Students are informed about deadlines, test dates, and final assessment marks. Results are announced within two weeks, and internal marks are computerized and sent to parents via SMS.

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

1.1.3 - Teachers of the Institution participate in following activities related to

B. Any 3 of the above

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

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

1.2 - Academic Flexibility

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

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

2

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

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

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

24

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

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

1398

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

1398

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

- Affiliating University offers compulsory papers in the first year, covering the Indian constitution, Human Rights, Gender Equity, and Environmental Studies.
- Value education classes provide exposure to these areas, motivating students to plan activities. The institution also has a Women's Cell, SURAKSHA, which raises awareness about gender issues and organizes awareness programs.
- Environmental science classes help students understand environmental issues like global warming and deforestation.
- The college encourages students to use electric vehicles and public transport to reduce their carbon footprint.
- The Indian constitution is a subject that sensitizes students about their constitutional rights. The institution also offers General Electives, Skill Enhancement Courses, and Ability Enhancement Compulsory

Courses to help students critically examine issues related to gender, environment, and ethics.

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

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

3

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

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

367

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

1.4 - Feedback System

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

A. All of the above

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

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

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

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

470

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

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

1185

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The admission process is done on merit basis. Since the students admitted are heterogeneous in terms of learning levels, the college has evolved a systematic mechanism to implement effective and efficient teaching-learning strategies on the basis of learning levels of students

Assessment of Learning Levels

- The assessment of learning levels of admitted students or identification of advanced learners and slow learners is primarily done through Assessment of the students in the light of their response and engagement in learning.
- Performance in internal assessment
- Voluntary approach by student

Strategies for Advanced Learners

- Opportunities to prepare seminar papers, participate in debates, quiz, and fests.
- Motivation to organize interclass competitions and conduct inter-collegiate fests. I
- nvolving them in software development.

- Privilege of heading various associations and activities.
- Student faculties.
- Awards to best outgoing students.
- Proficiency prizes for excelling in academics.
- They are given guidance to register in various online courses
- They get academic motivation and guidance under Government sponsored Scholarship Scheme

Strategies for Slow Learners

- Remedial classes are arranged based on the specific needs of students.
- Through the practice of peer teaching, students are taught by students themselves.
- Personal counseling and motivation are given to slow learners

File Description	Documents
Link for additional Information	Nil
Upload any additional information	View File

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

Number of Students	Number of Teachers
1398	38

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

Institution ensures to enhance learning experiences through various student centric activities like experiential learning, participative learning and problem solving methodologies in both classroom setting and beyond.

Experiential learning:

- Organising factory and field visits.
- Internship for students.
- BCA laboratory sessions.
- Business plan presentation.
- Experience sharing by entrepreneurs and corporate leaders.
- Designing cover page of college magazine and college calendar.
- Designing and organizing Management fest like Genesis, Inspire, Synergy, Sygma, and Progenitor which provides practical exposure.

Participative learnings:

Role-play, Group-discussions, paper presentations, case analyses, and other teaching techniques are combined with ICT tools like PowerPoint presentations and Microsoft Word to provide students a hands-on learning experience.

- Student faculty programmes
- Student seminars and presentations.
- Participation in Seminar, Conferences, Workshops and intercollegiate fests
- Training new entrants to participate in various management and IT events.

Problem solving methodologies:

- Various management games designed to develop logical and critical thinking.
- Use of google forms, Microsoft excel and Microsoft word to create questionnaires, for analysis and presenting data.
- Peer group discussions and interactions are encouraged to develop problem solving methodologies.
- Book reviews: To promotes critical thinking

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

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

ICT tools usages in college

- The entire college campus has Wi-Fi facility with the speed of 150 mbps.
- Every classroom is enabled with ICT tool and Projectors which helps in the e-learning process.
- Teachers are empowered to use various ICT enabled tools. Google Classrooms and Google meet were used to conduct regular classes. Student assignments, presentations, quiz and other enriching activities were held through online mode.
- Faculties continue to use the Google classroom as a platform to reach out students during post pandemic era.
- G-Suite email ID for teachers and students under institutional domain to ensure secure online teaching class room.
- Recorded video lectures to the students.
- Links of educational video related to various topics in the syllabus are provided.
- Online platforms like Google classroom to provide learning materials.
- Automated Library provides accessibility to e-resources vide INFLIBNET to teachers and students promoting research culture. DSpace provides details of syllabus and previous question papers of university.
- The college has three well equipped Computer Lab

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://sdm.ac.in/files/docs/agar2022-2023/criteria2/2.3/ICT%20USAGE.pdf

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

2.3.3.1 - Number of mentors

38

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

2.4 - Teacher Profile and Quality

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

38

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

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

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

1

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

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

2.4.3.1 - Total experience of full-time teachers

380

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

2.5 - Evaluation Process and Reforms

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

Based on the University calendar, Academic Calendar is prepared by the IQAC members of the institute and provided to all the faculties and students at the beginning of the academic year. An Internal test committee is constituted every year to coordinate the internal test procedure. The schedules of internal assessments are communicated to students and faculty in the beginning of the semester through academic calendar of the college calendar which is based on the University calendar of events. The internal assessment evaluation process is communicated to students by the respective faculty and also during orientation programme for first year students. Two internal tests are held per semester. Internal test time table for each test is prepared and displayed on the notice board at least 15 days prior to the commencement of the internal test. Changes in schedules, patterns, methods if any, are immediately notified to the students through notice boards and also through classroom briefing by the concerned subject teachers. Syllabus for internal assessment is communicated to students well in advance. There is complete transparency in the internal assessment for each assessment method. The internal assessment mark lists are displayed on the notice boards

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

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

The college follows strictly the guidelines and rules issued by

the affiliating university while conducting internals. Scheme of evaluation are prepared by the faculty for correcting the answer scripts. The Examiner/ the subject teacher has to collect the Answer scripts on the same day of the test for evaluation. After conducting each internal test, the evaluation should be completed within 15 days. Circular regarding the submission of internal marks to the respective Deans is given to all the faculties. Papers valued on the basis of scheme of valuation are distributed to students after the completion of evaluation for verification of the marks. Answers are also discussed with the students. The internal marks and evaluated answer papers are verified by the students. Students are free to interact with the teacher to resolve grievances if any, regarding the assessment. Internal marks entry is done by every subject teacher and handed over to the Class Advisor. Class Advisor in turn submits the consolidated internal marks to the respective Deans for Approval by the Principal

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

2.6 - Student Performance and Learning Outcomes

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

Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution.

Every programme specifies the learning outcome in terms of theoretical and practical knowledge expected from the students who complete the programme. Besides this, the learning outcome of each course is mentioned in the syllabus and then lecture plan maintained by the concerned course teacher. Awareness about the learning outcomes is given through various platforms in the beginning of the academic year. In the orientation programme, students are made aware of the learning outcome expected from them at different stages. Faculties constantly remind the students about expectations that the institution has, not only in terms of academic performance but also in terms of skills to be possessed and values to be inculcated to uphold the tradition of the institution.

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

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

Course Outcomes in each of the courses is evaluated based on the scores attained by the students on their internal and external evaluation on evaluation proportions prescribed by the university. In the internal evaluation questions are framed keeping in mind the various course Outcomes.

Programme Specific outcomes - Each concerned department device various skill enhancement activities to evaluate the Programme Specific Outcomes. Though it is subjective assessment it gives an insight into the extent to which Programme Specific outcomes has been attained.

Programme Outcomes - Graduate Attributes of the Institutions are specified and students are made aware of this and are encouraged to cultivate them by taking part in all the curricular and cocurricular activities. The outcome of the attainment is subjectively evaluated based on their successful participation in these activities.

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

2.6.3 - Pass percentage of Students during the year

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

464

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

<https://sdm.ac.in/files/docs/agar2022-2023/criteria2/2.7/2.7.1.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

nil

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

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

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

nil

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

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

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

nil

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

3.2 - Research Publications and Awards

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

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

2

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

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

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

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

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

3.3 - Extension Activities

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

The college administration has recognizes the social duty as one of the real needs to follow up, which will influences the students to learn great esteems and obligations required for good citizenship and service orientation. Extension activities are a regular feature of the college activities for the past many years. The college believes, holistic development of the students may be achieved by combining the classroom education with extension activities.

The institution has an active NSS wing which takes up projects like keeping the college clean and green, doing community service by conducting awareness drives through street plays to educate people on literacy and cleanliness, organizing medical and blood donation camps, health and hygiene awareness programmes. Students are actively participated in Blood Donation camp, Medical camp, First Aid programmes, Swatch Bharath, Swatch Gelathi programmes, Mega Vaccination drive, Beach Cleaning, Online yoga training and Meditation programme, Fit India Campaign, Digital India campaigns, awareness programs about HIV, Malaria, Dengue and Covid-19 to make them social response.

Extension activities helped the students to enlarge their knowledge on societal issues and problems and to search solution by getting involved with their lives. It had developed a passion and brotherhood towards community, affected people/animals and destitute.

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

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

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

NIL

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

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

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

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

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

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

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

3.4 - Collaboration

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

Nil

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

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

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

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Response:

The College campus is spread over an area of 1.30 acres which includes 2348.84 sq. built up area. The college has 24 classrooms which are equipped with LCD facility for effective teaching-learning process. All the classrooms are well-ventilated, spacious and provided with green/black boards, adequate furniture and public address system. There are 04 Staff rooms, 03 Computer Science laboratories with modern equipment to enhance students' ability. The Staff rooms are equipped with desktops and printers and are also provided with high-speed internet facilities. To facilitate effective teaching-learning process, the college has a multipurpose airconditioned and ICT enabled Conference Hall with a seating capacity of 150. It is used for hosting seminars, co-curricular and extra-curricular activities of the college. Regular meetings of the staff are being held in the Conference Hall. The Chamber of the Principal, The President, The IQAC and Discussion room are also used for conducting their respective meetings. Computer laboratories are used to conduct IT based FDPs. The resources are shared across the departments whenever needed.

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

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

Response:

The college provides adequate space for sports, games, Yoga and cultural activities and prepares students for various levels of intercollegiate events. The physical infrastructure facilities for Games like table tennis, chess and carom are available. College ground is used for outdoor games such as Ball Badminton, Volley Ball, Throw Ball, Kabaddi, and Tug of War. Practice for athletics and the Annual Sports Meet of the College is held at Mangala Stadium, which is an athletic and sports stadium, managed by Karnataka State Department of Youth Affairs and Sports, located at the heart of Mangaluru city, at a distance of 1.5 kms from the College.

The available physical infrastructure facilities have also been utilised for various cultural activities like College Day, Management - IT Fests, Traditional Day, Variety entertainment day and large numbers of skill enhancement activities which provides opportunities for the students to excel in their fields of interest. The Conference Hall is Air Conditioned and ICT enabled. Conference Hall and classrooms are utilised for cultural activities.

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

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

25

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

25

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

Response:

College library is located in the ground floor with an area of 390.33 Square meters, spacious with a total seating capacity of 175. It has a collection of more than 26000 books.

The library is fully automated with in house developed integrated software Educational Enterprise Resource Planning Management System (EERPMS) is an improvised version of ILMS. It consists various modules such as Masters, Transactions, Acquisitions, circulations, OPAC, Library user's attendance,

Report generation on various functions and other related functions.

Name of the Software: EERPMS

Nature of Automation: Fully Automated

Version: EERPv3.0

Year of Automation: 2012

Apart from books, library subscribes to various journals, magazines, Newspapers and e-resources related to management and other subjects. More than 6000+ e-journals and 1,99,500+ e-books can be accessed under the project entitled "National Library and Information Services Infrastructure for Scholarly Content (NList)" of Inflibnet centre Gujarat.

Students and faculty members are provided barcoded library card for registering IN/Out and lending documents. Library is utilizing Dewey decimal classification for books and arranged open shelves for easy access and quick retrieval. OPAC (Online Public Access Catalogue) facility is also made available for the library users. Library is enabled with Wi-Fi facilities and under CCTV surveillance.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources **A. Any 4 or more of the above**

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

Response:

The college has developed IT facilities to meet the learning requirements of students and faculty.

The computer lab consists of 137 Dell computers with Windows 10 OS and MS Office 16/19 and Internet connectivity, 2 laser printers and 1 Canon printer with Xerox and scanner. The maintenance of the computers is done by the technicians as and when required. The software's like C, C++, Java, MySQL, Python, Oracle 11, Visual Studio, Tally etc. are installed in computer labs.

The college library is fully automated with upgraded IT facilities. All classrooms and Computer Labs are enabled with ICT facilities like LCD projectors. In addition, the conference hall is equipped with LCD projector, mike, speakers and internet connection. The whole campus of the college has Wi-Fi facility with a speed of 150 mbps. The college office has 10 computers and 3 laser printers and 1 Canon printer with Xerox and scanner. All computers of the lab, library and office are connected through LAN. All the departments have computers with Internet facility via Wi-Fi. 3 Staff rooms are provided with Desktop and printers.

Institute has upgraded the 37 Mbps Internet connectivity to 150 Mbps with the Internet Service Provider (ISP) Yours Network connectivity.

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

4.3.2 - Number of Computers

152

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

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

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

4.4 - Maintenance of Campus Infrastructure

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

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

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

Response:

The institute ensures optimal allocation and utilization of the available financial resources for maintenance and upkeep of different facilities by holding regular meetings of the purchase and maintenance committee as per the requirements. Institution has a policy to have an effective mechanism for the upkeep of the infrastructure and other facilities and ensure optimum utilization.

For purchase, committee will prepare a list of items by finalizing technical specifications and obtain approval from the sanctioning authority in writing to the management. The management will scrutinize, invite quotations and place the purchase order to the selected vendor. All purchase details

are entered in the stock register. Maintenance committee looks after the supervision of physical infrastructure (buildings, water supply and power supply) headed by maintenance in-charge who supervises the regular upkeep of the campus. Electrical maintenance is out-sourced. The maintenance of water purifiers, computers and lab equipment is done through AMC. Plumbing and security services are done on contractual basis through various agencies. Full time sweepers are appointed for cleaning and maintenance. The calibration of equipment such as generators is done by external maintenance staff as and when required under the supervision of maintenance in-charge. Besides this, any maintenance work required or breakdown will be intimated to the maintenance in-charge who takes up the matter immediately.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

310

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

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

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

33

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

A. All of the above

File Description	Documents
Link to institutional website	www.sdm.ac.in
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

750

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

750

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

27

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

125

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

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

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

0

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

5.3 - Student Participation and Activities

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

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

40

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

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

College has a student council which consists of various associations. These associations conduct wide spectrum of activities to ensure the overall personality development of the students. There are many associations like Finance, Marketing, HRD, Commerce, Scan, Literary, Fine Arts, NSS, Rovers and Rangers, Red Cross etc. Each of this association has one representative from every class to coordinate the activities of the association and ensure the participation of every class. Besides this, two class representatives from each class also become the member of student council as shown in the chart below. IQAC has four students representative one from department. The institution follows participative approach to involve the students in decision making process. Scheduling of various co-curricular and extra-curricular activities have been done by giving weightage to the views of the student representatives. Academic and administrative body like examination committee conveys their decisions taken by them in the student council so as to involve them indirectly in decision making. Editorial board has student representation which enables the board to seek the co-operation and support of all the students in the compilation of college annual.

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

5.3.3 - Number of sports and cultural events/competitions in which students of the

Institution participated during the year (organized by the institution/other institutions)

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

125

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	View File

5.4 - Alumni Engagement

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

The institution has an Alumni Association. The illustrious alumni of the institutions, who are spread across the world, make it a point to visit the institution whenever they come to home town. Details of the contribution of alumni to the growth and development of the institution: a) Alumni who occupy key positions are invited to share their experiences and to give motivational talks to the students. b) They are invited as guest of honour for important functions like Student Council inaugural, inauguration of various associations, for management and IT Fests like Genesis, Synergy and Sygma fests, College Day celebration, etc. c) Alumni network plays an important role to help the present student to get placement. d) Views and suggestions of alumni are taken during the syllabus revision.

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

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

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The College nurtures an atmosphere of intellectual, vigor and moral righteousness among the students to be competent, committed, creative and compassionate individuals.

The governance of the college is driven by well-written policies in admission, teaching, learning and evaluation systems.

Vision and mission reflect the institutional goals, based on the expectations and aspirations of our management. Our management headed by great visionary, Padma Vibhushan awardee, Dr. D. Veerendra Heggade visualized the need for developing management education at undergraduate level when it was still at an infancy stage and was even unheard of in this part of the state. Thus, more than three and a half decade back the institution could foresee the need for professionally trained manpower required to lead the corporate business world, the dearth of which is felt now. Our institutional vision and mission are based on the firm belief that the students who graduate from the college should be able to stand on their own feet through entrepreneurial ventures incorporating business ethics.

Even since its inception in 1978, SDM College of Business Management has been a renowned institution that has nurtured talents of thousands of people who later became great and value-oriented leaders in various walks of life.

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

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

The college promotes a culture of participative management to ensure the contribution of all. The day-to-day administration and academic functions are decentralized to a greater extent by a delegation of responsibilities with Vice-principal, Deans, Head of the Departments and Coordinators. To ensure this, general staff meetings are conducted in the beginning of the academic year to plan, execute, monitor and evaluate the intended activities for the academic year. Thus, all are involved in planning, decision-making and implementation through a transparent approach. The bench mark is set for every activity to ensure quality administration through concerted efforts of all stakeholders.

All Deans look after the functions of their respective department. Deans pass it on to the principal and in turn the Principal to the Management at the appropriate forum facilitating the smooth process of decision making. Office manager supervises the administrative office. An activity which specifically needs the administrative approval of the principal is clearly defined.

The Deans enjoys autonomy in the following:

1. Subject allocation and time table finalization
2. Inviting experts for guest lectures
3. Organizing student presentation/seminars
4. Organizing extension activities of the department.
5. Introducing various teaching methodologies

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The perspective plans focus upon matters like infrastructural development for teaching and learning, introduction of new value addition courses and short-term courses on current issues, enhancement of quality in teaching-learning process, promotion

of research, healthy practices, etc. The plan had been presented before and approved by the Management. Development or up gradation of computer laboratories and ICT facilities to all the classrooms, had also a top priority. Items like having ISO certification, getting listed in NIRF, introducing LMS in teaching and evaluation, conducting more add-on / skill based courses, widening the base of extension activities, excelling in university exams as well as in research, sports and cultural activities, making provisions for rainwater harvesting, campus waste management, ramps and lift facility for the differently abled, etc. were the other important items of the perspective plan.

The introduction of Entrepreneurship Development Cell to train, encourage and promote entrepreneurship skills among the students and industry-institute interaction. The mission of EDP cell is to encourage & refine the Entrepreneurial and product development skills of the students like idea generation, opportunity evaluation, business modeling, marketing, new innovative project development, skill development and many more.

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

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

The institute is headed by Principal, who is responsible for articulating the mission for attainment of the management's vision. There is also a governing council body at the level of the institute which guides the institute in strategic planning. Annual governing council meetings are held, wherein major strategic initiatives for attainment of the institute mission are identified, discussed and decided upon.

The administrative functions of the institution are performed smoothly with the collective efforts of all administrative staff under the guidance of the principal. Majority of the administrative functions are performed through management developed inhouse software -EERPMS which has facilitated

transparency in operation and led us to reducing usage of paper. Monitoring of attendance is done through Biometric system and library usage is monitored through electronic system.

The recruitment process has been carried out by the management as per the guidelines of UGC, Mangalore University and Government of Karnataka. After scrutinizing the applications, the eligible candidates are interviewed by the panel of members including the Management Representative, Principal and Dean. The selected candidates are appointed for the respective posts.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

The college has undertaken effective welfare measures for the teaching and non-teaching staff. The management is very keen on the academic advancement and welfare of the staff.

- Group Insurance scheme "Sampoorna Suraksha Yojane" is

offered to the

employees in which 50% of the premium is paid by the management.

- The spouse and parents of staff members can avail benefits towards medical expenses.
- Maternity benefit of Rs. 5000 is given by the management.
- Staff members can also avail loan facilities from SDM employee's cooperative society on easy installments.
- Children of staff are given fee concessions in other institutions run by the management.
- Other benefits like Provident Fund, ESI, Gratuity, Leave Encashment, Casual Leave, Earned Leave, On Official Duty facility, Extended Leave without Pay are granted as per Employees Service Rules of the SDME Society, Special Permission to appear for Exams, Maternity leave and travel grants for attending academic programmes are given.

These concessions are available to all teaching and non teaching staff. They do take benefits of these initiatives as per their requirement.

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

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

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

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

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

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

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

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

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

The performance appraisal system is an essential and vital mechanism that helps to provide pertinent information for the assessment of an employee's skill, knowledge and ability on the overall performance of the job. It helps the management to assess and acknowledge staff member's committed work and also identify the in-house training and development needs. It aids in deciding the future course of action for the institution in terms of incentives, recognition and consideration for sharing the official responsibilities as an official of the college.

The institution has a mechanism of Performance Based Self Appraisal (PBSA) system in place for teaching as well as non-teaching staff. The activities related to the PBSA are coordinated by the staff in-charge of the respective college. In case of PBSA for teaching staff a structured format is developed by the management with criteria's like academic, institutional initiatives, research and consultancy, extension, academic growth and organization of programs. The entire system of appraisal is decentralized. The teaching staff of the institute are free to choose the parameters under each criteria based on which they will be appraised.

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

6.4 - Financial Management and Resource Mobilization

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

All the financial transactions are managed through an in-house software known as EERPMS. The institution follows a professional financial management technique to manage the financial resources efficiently. Annual budget is prepared.

The approved budget is strictly followed and monitored by the finance department. The entire purchase requirement is processed by the finance department and after its clearance, procurement action is initiated. The payments of bills are also monitored by the finance department to ensure that all the expenses are within the sanctioned budget.

Statutory audit of all the accounts maintained by the college is done by a Chartered accountant every year. All financial accounts/matters of the college are audited. The Head Accountant maintains the accounts of the government funds. Statutory audit also includes the auditing of all the Non-government funds including the management funds, fees from self-financing courses, salary of management staff etc., the records/accounts of which is maintained in the e-format. Periodical Audit is conducted by the Directorate of Collegiate Education, Govt of Karnataka. The Regional Joint Director is authorized to audit the amount collected and received in the college related to general revenue of Govt., Utilization/Non-Utilization details of such amount, its registers/accounts etc.

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

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

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

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

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

As the college is partially aided for grant-in-aid programmes, most of the resources self -financed and direct.

Major part of the institutions fund is raised from tuition fee.

Institution conducts various FDPs, Seminars/Conferences for staff and students, Inter and Intra Collegiate events for student like Genesis an University Level fest, Synergy a National Level fest and Sygma, a State level IT fest. The events attract sponsorship from well-wishers which is used to fulfil partial requirements of the fest.

UTILIZATION OF RESOURCES

1.The facilities such as classrooms / computer lab are used for conducting Government / professional exams

2.Infrastructure resources are used for organising national / international / regional / institutional seminars /guest lectures/ conferences / workshops etc.

3. Several faculty oriented and Student centric activities are conducted utilising the resources of the institution to the maximum.

Other minor resources of income are infrastructure rentals which are charged for renting out institutes classrooms and conference hall facility. The centrally convenient location of our institute has drawn several agencies to seek our infrastructure for conduct of various exams. The penalty charged by library to the students for late return and default in the return of books also adds to our income.

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

6.5 - Internal Quality Assurance System

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

Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. The following are the major incremental improvements and quality initiatives taken up by the IQAC are:

- NAAC Re-Accreditation Process
- Academic & Administrative Audits
- AQAR Reports
- AISHE & NIRF nodal officer
- Coordinating Statutory Body Meetings and General Staff Meetings
- Preparing Annual plan of action
- Conduct of IQAC Meeting
- Administering and Monitoring Feedback analysis collected from various stakeholders
- Organising workshops and seminars related to quality enhancement
- Participation in Surveys and Rankings
- Faculty and Student Orientation Programmes
- Student Quality Assurance Cell
- Department-wise Faculty Development Programmes

Academic Audit is held every semester to verify important records and documents maintained by the faculties. All the faculties submit documents/report to the IQAC members. Later the members of the committee verify documents and submit the report

to IQAC coordinator which is presented and necessary suggestions will be conveyed in the general staff meeting. The feedback from IQAC has enabled the improvement of the teaching learning process.

In the dry run inspection conducted at the end of every semester, IQAC reviews the following:

- Lesson plan
- Teaching methods
- Student assignments
- Factory visit reports
- Organization reports
- Attendance Register
- Personal Profile
- Association and departmental reports

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

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

The college has well-equipped computer labs and good ICT facilities. It has introduced few more Add-on courses totaling upto 24 from 13 in the previous cycle to help students corporate ready and employable. Large number of students have been benefitted by curriculum enrichment through field visits, skill enhancement activities, factory visits, extension activities, internships etc.

The feedback mechanism has been strengthened by collecting feedback of various stakeholders and the feedback is analyzed and appropriate action is taken upon it. The number of teachers with NET and SLET qualification has increased from 5 to 15 compared to previous cycle and the percentage of teachers having research publications has raised from 12 to 26. All the teachers have made use of ICT resources in their teaching learning process including their self-generated resources. With the advent of technology, the college has been provided with 28 LCD projectors which are well maintained. The total number of

computers in the college are 162 out of which the 90 computers have been replaced post NAAC. All the computers are upgraded to the latest versions of the software with high speed internet connection increased to 150 MBPS from 37 MBPS.

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

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

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Response:

The institution has strived to create gender sensitivity among students through talks, workshops and class activities. College

is a co-education institution so Gender equity and sensitization is made an integral part of the educational process. Safety and security: Institution believes that lack of safety and security is the main setback to promote gender equity so the institution tries to create a safer environment which can ensures the participation of women without any inhibitions

CCTV cameras are placed to regularly monitor the movement of students.

Security person are placed round the clock and entry to the campus is strictly monitored.

Any Lapses of grievances are regarding security can be confidentially reported through suggestion box.

Whenever major events are conducted additional security is ensured through local police officials.

Women cell: The Cell of the College, envisioned to empower women for a life of equality, empowerment, personal enhancement , professional success conducts various awareness camps-health, legal, entrepreneurship, defense techniques, etc

Common rooms: Ladies room facility is provided for girls students to relax, study, and carry a productive discussion. Rest rooms are available for Girl students with basic amenities.

Counselling: Any problem faced by the students can be immediately brought to the notice of class advisors who will try to resolve it. In house trained counsellor is also available for the students, to counsel, to make them confident and competent happy individuals.

File Description	Documents
Annual gender sensitization action plan	NIL
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://sdm.ac.in/files/docs/agar2022-2023/criteria7/7.1.1.safety%20security%20for%20womens.pdf.pdf

7.1.2 - The Institution has facilities for

D. Any 1 of the above

**alternate sources of energy and energy
conservation measures Solar energy
Biogas plant Wheeling to the Grid Sensor-
based energy conservation Use of LED
bulbs/ power efficient equipment**

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

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

Response:

The solid waste of the college is segregated into bio-degradable and non-bio-degradable wastes. Each classroom and department is provided with dustbins; the house keeping staff collects and separates the waste which in turn is collected into containers to be disposed through the corporation waste collection system. Sufficient number of dustbins is placed at specific points in the campus for the effective wastemanagement. Waste is finally disposed through Mangalore City Corporation garbage disposal system.

The college has taken a policy decision to stop using plastic cups/plates in its canteen/cafeteria and in official programs. It avoids plastic carry bags and cups for academic and cultural programmes and instead uses cloth/ paper/steel ones. It also encourages the use of biodegradable cups/plates made from areca/banana leaves.

E-waste, tube lights and other electrical appliances waste are stored in a particular place and disposed once a year through a management specified agency. Examination paper waste and newspapers purchased by the library and various departments are disposed periodically and sent for recycling through agency.

Our attempt at creating a paperless administration has brought in little success by way of waste production.

Waste is regularly collected by placing waste baskets at various places as required.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	https://sdm.ac.in/files/docs/agar2022-2023/criteria7/7.1.3%20waste%20management.pdf
Any other relevant information	No File Uploaded

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

D. Any 1 of the above

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

7.1.5 - Green campus initiatives include

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

C. Any 2 of the above

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

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

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

institution

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

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading **B. Any 3 of the above**

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

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

Response: - Our institution firmly believes in its philosophy of imparting quality education for all at affordable cost and embracing cultural, regional, linguistic diversities and in establishing harmony among the students who come from different states, speaking different languages and diverse cultural background. Admission is given to all eligible candidates irrespective of their socioeconomic status as per the regulations. Enough care is taken to fill up specifically earmarked seats of each category. Differently-abled students are also admitted and provision for the use of ramp, elevator is provided. Uniform is made mandatory to promote the feeling of equality. Celebration of national festivals and commemorative days instil a sense of patriotism and unity amongst all. Every year on 15 August variety programme on different themes related to patriotism is conducted to inculcate patriotism and unity among students. During these festivals and other events, eminent personalities are invited by the Institution to emphasize the significance of tolerance and harmony towards cultural, regional, linguistic, communal, socio economic and other diversities

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

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

Response:-

College has a number of associations, conducting various Skills Enhancement programme related to peace, coexistence, and cultural integrity. The multifarious activities of NSS, Youth Red Cross, Rovers Rangers and Student Welfare Council of our Institution, strive to alleviate socioeconomic diversities leading to a tolerant and peaceful living. Encouragement to participate in co-curricular and extracurricular activities both within and outside is given. Human Rights cell, Grievance Redressal Cell, Anti-Ragging Cell, among others aim at social protection, ensuring tolerance and harmony. Programmes like Traditional day, Sharada Pooja, and Women's day are cherished. On the linguistic front, the institution has Literary Association that conducts competitions and workshops. Students are encouraged to participate in essay writing, to contribute articles in language of their choice for the college magazine which helps to nurture different languages. Initiatives like outreach programmes are under taken to reach out to social issues, promote communal and socioeconomic harmony. Voluntary participation of students in Blood donation camps inculcates humanitarian feelings of being there for those in need. Awareness programmes on Drugs, Health and wellness to create positive impact. Awareness programmes like Guest lectures on Human Rights, Professional Ethics and Values, Special programmes for students, employees and community are conducted.

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

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

C. Any 2 of the above

for students, teachers,
administrators and other staff 4.

Annual awareness programmes on Code of
Conduct are organized

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

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

Response: - Institution organizes national and international commemorative days, events and festivals with enthusiasm. Annually, the days of national importance viz, Independence Day, National youth day, are celebrated with great zeal. The galaxy of national leaders, their contributions to the nation are remembered, revered and described vividly to inspire, inculcate their teachings and thoughts. National Youth Day is celebrated by organizing programmes to make the youth more vibrant motivated by the teaching of Swami Vivekananda. Martyr's Day - This day is observed to remember all the martyrs and to awaken a spirit of patriotism among youth. The institution is committed to the cause of spreading yogic practices for all round development and well-being of the individuals. Yoga exponents are invited and yogic postures and asanas are demonstrated. Teachers Day is by expressing respect, appreciation and gratitude for the contributions made by teachers to the society. Besides this, Institute also commemorates the birth/death anniversaries of great Indian personality like Mahatma Gandhiji. Sadbhavana Diwas, NSS Day, International Women's Day, World Environment Day, National Consumers Day, Vanamahotsava, and Consumer's Rights Day etc.

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

7.2 - Best Practices

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

7.2.1: BEST PRACTICE-1

1) Title: SKILL ENHANCEMENT

2) Objectives

To enable specific skills in different functional areas of management and IT and to promote experimental learning.

3) The Context: The means through which practical oriented learning can be promoted is through these skill promotion activities

4) The Practice: Various departments have formed their own associations with the specific objectives of organizing wide range of activities.

5) Evidence of Success: Observation reveals that students who gained from these activities are doing well in their career

. 6) Problems Encountered and Resources: Inability to involve all the students in the exercise of skill enhancement.

BEST PRACTICE-2

1) Title: EXTENSION AND OUTREACH ACTIVITIES.

2) Objectives :

To cultivate social responsibility among the students by involving in the service to the community.

3) The Context:

The extension activities organized combines traditional classroom interaction with community service to enhance social responsibility.

4) The Practice:

The main areas of focus are education, health, environment, cleanliness and social issues.

5) Evidence of Success:

Students have developed greater social sensitivity and selfconfidence by improving their ability.

6) Problems Encountered and Resources:

Permission for visit is not easily available.

Financial constraints

Resources required

Funds

ICT tools

Transport facilities.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

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

7.3.1 Institutional Distinctiveness Vision of the founder: Development of entrepreneurship and leadership is the Institutional Distinctiveness, which the college wants to project. The very name of the college indicates that it is a college of business management established to promote entrepreneurship and leadership among the students so that they

are provided with much needed initiatives to start and manage business units. Our president Dr. D.Veerendra Heggde felt the need for a professional college meant to train the students in entrepreneurship. His vision was that, "student passing from this institution should be job providers and not job seekers. They should not write somebody else's account but their own account".

Creation of eco system for entrepreneurship development:

Efforts are made to imbibe the future leaders with ability to solve more complex interlinked and fast changing problems by triggering the entrepreneurial spirit through the following measures.

- Orientation to new entrants
- Field study of three organization
- Teaching Pedagogy with traits needed for entrepreneurship
- Management and IT Fest organisation
- Skill Enhancement activities by associations
- Training by Fest forum
- EDP Cell for enabling eco-system for entrepreneurship development
- Interdisciplinary Short term courses
- Library with good collection of books and journals on entrepreneurship
- Inviting alumni who are entrepreneurs as guest
- Value Education
- Extension Activities to develop social enterprises
- Collaboration and MOU with chamber of commerce and industry

All these efforts to promote entrepreneurship has resulted in large number of students passing out from the institution entering into entrepreneurship.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

- The college, an affiliated college of Mangalore University, aims to transform students into lifelong learners through a systematic curriculum delivery process.
- The institution follows university regulations, including choice-based systems since 2019-2020 and the NEP syllabus since 2020-2021.
- At the beginning of each semester, departments meet to plan curricular activities and develop a departmental plan of action.
- This plan includes maintaining work databases, assigning assignments, presenting student-centered learning activities, conducting internal tests and viva voce, conducting case studies, organizing guest lectures from industry experts and alumni, and arranging field visits.
- The institution also conducts bridge courses, student-centric learning activities, and guest lectures from industry experts and alumni. It also organizes field visits, extra classes for slow learners, skill enhancement activities, student faculty programs, extension and outreach activities, and interdisciplinary short-term courses.
- The systematic and well-documented process of curriculum planning ensures effective teaching and administrative processes.
- The institution's goal is to provide transformative education with accessibility, comprehensibility, and transparency.

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

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

- The college follows a university calendar for academic calendars, including teaching, examinations, and semester breaks.
- The principal assigns tasks to the examination committee, which adheres to rules and maintains the exam minutes book.
- Test timetables are displayed one month in advance, and meetings are held with faculties and non-teaching staff. Teachers prepare teaching schedules, class tests, assignments, and viva-voces by the academic calendar.
- Students are informed about deadlines, test dates, and final assessment marks. Results are announced within two weeks, and internal marks are computerized and sent to parents via SMS.

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

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

B. Any 3 of the above

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

1.2 - Academic Flexibility

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

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

2

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

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

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

24

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

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

1398

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on

programs during the year

1398

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

- **Affiliating University offers compulsory papers in the first year, covering the Indian constitution, Human Rights, Gender Equity, and Environmental Studies.**
- **Value education classes provide exposure to these areas, motivating students to plan activities. The institution also has a Women's Cell, SURAKSHA, which raises awareness about gender issues and organizes awareness programs.**
- **Environmental science classes help students understand environmental issues like global warming and deforestation.**
- **The college encourages students to use electric vehicles and public transport to reduce their carbon footprint.**
- **The Indian constitution is a subject that sensitizes students about their constitutional rights. The institution also offers General Electives, Skill Enhancement Courses, and Ability Enhancement Compulsory Courses to help students critically examine issues related to gender, environment, and ethics.**

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

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

3

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

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

367

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

1.4 - Feedback System	
1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above
File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	No File Uploaded
1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	Nil
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment Number Number of students admitted during the year	
2.1.1.1 - Number of sanctioned seats during the year	
470	
File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

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

1185

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The admission process is done on merit basis. Since the students admitted are heterogeneous in terms of learning levels, the college has evolved a systematic mechanism to implement effective and efficient teaching-learning strategies on the basis of learning levels of students

Assessment of Learning Levels

- The assessment of learning levels of admitted students or identification of advanced learners and slow learners is primarily done through Assessment of the students in the light of their response and engagement in learning.
- Performance in internal assessment
- Voluntary approach by student

Strategies for Advanced Learners

- Opportunities to prepare seminar papers, participate in debates, quiz, and fests.
- Motivation to organize interclass competitions and conduct inter-collegiate fests. I
- nvolving them in software development.
- Privilege of heading various associations and activities.
- Student faculties.

- Awards to best outgoing students.
- Proficiency prizes for excelling in academics.
- They are given guidance to register in various online courses
- They get academic motivation and guidance under Government sponsored Scholarship Scheme

Strategies for Slow Learners

- Remedial classes are arranged based on the specific needs of students.
- Through the practice of peer teaching, students are taught by students themselves.
- Personal counseling and motivation are given to slow learners

File Description	Documents
Link for additional Information	Nil
Upload any additional information	View File

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

Number of Students	Number of Teachers
1398	38

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

Institution ensures to enhance learning experiences through various student centric activities like experiential learning, participative learning and problem solving methodologies in both classroom setting and beyond.

Experiential learning:

- Organising factory and field visits.
- Internship for students.

- BCA laboratory sessions.
- Business plan presentation.
- Experience sharing by entrepreneurs and corporate leaders.
- Designing cover page of college magazine and college calendar.
- Designing and organizing Management fest like Genesis, Inspire, Synergy, Sygma, and Progenitor which provides practical exposure.

Participative learnings:

Role-play, Group-discussions, paper presentations, case analyses, and other teaching techniques are combined with ICT tools like PowerPoint presentations and Microsoft Word to provide students a hands-on learning experience.

- Student faculty programmes
- Student seminars and presentations.
- Participation in Seminar, Conferences, Workshops and intercollegiate fests
- Training new entrants to participate in various management and IT events.

Problem solving methodologies:

- Various management games designed to develop logical and critical thinking.
- Use of google forms, Microsoft excel and Microsoft word to create questionnaires, for analysis and presenting data.
- Peer group discussions and interactions are encouraged to develop problem solving methodologies.
- Book reviews: To promote critical thinking

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

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

ICT tools usages in college

- The entire college campus has Wi-Fi facility with the speed of 150 mbps.
- Every classroom is enabled with ICT tool and Projectors which helps in the e-learning process.
- Teachers are empowered to use various ICT enabled tools. Google Classrooms and Google meet were used to conduct regular classes. Student assignments, presentations, quiz and other enriching activities were held through online mode.
- Faculties continue to use the Google classroom as a platform to reach out students during post pandemic era.
- G-Suite email ID for teachers and students under institutional domain to ensure secure online teaching class room.
- Recorded video lectures to the students.
- Links of educational video related to various topics in the syllabus are provided.
- Online platforms like Google classroom to provide learning materials.
- Automated Library provides accessibility to e-resources vide INFLIBNET to teachers and students promoting research culture. DSpace provides details of syllabus and previous question papers of university.
- The college has three well equipped Computer Lab

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://sdm.ac.in/files/docs/agar2022-2023/criteria2/2.3/ICT%20USAGE.pdf

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

2.3.3.1 - Number of mentors

38

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

2.4 - Teacher Profile and Quality

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

38

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

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

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

1

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

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

2.4.3.1 - Total experience of full-time teachers

380

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

2.5 - Evaluation Process and Reforms

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

Based on the University calendar, Academic Calendar is prepared by the IQAC members of the institute and provided to all the faculties and students at the beginning of the academic year. An Internal test committee is constituted every year to coordinate the internal test procedure. The schedules of internal assessments are communicated to students and faculty in the beginning of the semester through academic calendar of the college calendar which is based on the University calendar of events. The internal assessment evaluation process is communicated to students by the respective faculty and also during orientation programme for first year students. Two internal tests are held per semester. Internal test time table for each test is prepared and displayed on the notice board at least 15 days prior to the commencement of the internal test. Changes in schedules, patterns, methods if any, are immediately notified to the students through notice boards and also through classroom briefing by the concerned subject teachers. Syllabus for internal assessment is communicated to students well in advance. There is complete transparency in the internal assessment for each assessment method. The internal assessment mark lists are displayed on the notice boards

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

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

The college follows strictly the guidelines and rules issued by the affiliating university while conducting internals. Scheme of evaluation are prepared by the faculty for correcting the answer scripts. The Examiner/ the subject teacher has to collect the Answer scripts on the same day of the test for evaluation. After conducting each internal test, the evaluation should be completed within 15 days. Circular regarding the submission of internal marks to the respective Deans is given to all the faculties. Papers valued on the basis of scheme of valuation are distributed to students after the completion of evaluation for verification of the marks. Answers are also discussed with the students. The internal marks and evaluated answer papers are verified by the students. Students are free to interact with the teacher to resolve grievances if any, regarding the assessment. Internal marks entry is done by every subject teacher and handed over to the Class Advisor. Class Advisor in turn submits the consolidated internal marks to the respective Deans for Approval by the Principal

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

2.6 - Student Performance and Learning Outcomes

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

Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution.

Every programme specifies the learning outcome in terms of theoretical and practical knowledge expected from the students who complete the programme. Besides this, the learning outcome of each course is mentioned in the syllabus and then lecture plan maintained by the concerned course teacher. Awareness about the learning outcomes is given through various platforms in the beginning of the academic year. In the orientation programme, students are made aware of the learning outcome expected from them at different stages. Faculties constantly remind the students about expectations that the institution has, not only in terms of

academic performance but also in terms of skills to be possessed and values to be inculcated to uphold the tradition of the institution.

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

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

Course Outcomes in each of the courses is evaluated based on the scores attained by the students on their internal and external evaluation on evaluation proportions prescribed by the university. In the internal evaluation questions are framed keeping in mind the various course Outcomes.

Programme Specific outcomes - Each concerned department device various skill enhancement activities to evaluate the Programme Specific Outcomes. Though it is subjective assessment it gives an insight into the extent to which Programme Specific outcomes has been attained.

Programme Outcomes - Graduate Attributes of the Institutions are specified and students are made aware of this and are encouraged to cultivate them by taking part in all the curricular and cocurricular activities. The outcome of the attainment is subjectively evaluated based on their successful participation in these activities.

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

2.6.3 - Pass percentage of Students during the year

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

464

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

<https://sdm.ac.in/files/docs/agar2022-2023/criteria2/2.7/2.7.1.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

nil

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

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

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

nil

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

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

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

nil

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

3.2 - Research Publications and Awards

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

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

2

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

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

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

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

3.3 - Extension Activities

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

The college administration has recognizes the social duty as one of the real needs to follow up, which will influences the students to learn great esteems and obligations required for good citizenship and service orientation. Extension activities are a regular feature of the college activities for the past many years. The college believes, holistic development of the students may be achieved by combining the classroom education with extension activities.

The institution has an active NSS wing which takes up projects like keeping the college clean and green, doing community service by conducting awareness drives through street plays to educate people on literacy and cleanliness, organizing medical and blood donation camps, health and hygiene awareness programmes. Students are actively participated in Blood Donation camp, Medical camp, First Aid programmes, Swatch Bharath, Swatch Gelathi programmes, Mega Vaccination drive, Beach Cleaning, Online yoga training and

Meditation programme, Fit India Campaign, Digital India campaigns, awareness programs about HIV, Malaria, Dengue and Covid-19 to make them social response.

Extension activities helped the students to enlarge their knowledge on societal issues and problems and to search solution by getting involved with their lives. It had developed a passion and brotherhood towards community, affected people/animals and destitute.

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

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

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

NIL

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

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

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

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

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

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

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

3.4 - Collaboration

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

Nil

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

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year	
3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year	
File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Response :

The College campus is spread over an area of 1.30 acres which includes 2348.84 sq. built up area. The college has 24 classrooms which are equipped with LCD facility for effective teaching-learning process. All the classrooms are well-ventilated, spacious and provided with green/black boards, adequate furniture and public address system. There are 04 Staff rooms, 03 Computer Science laboratories with modern equipment to enhance students' ability. The Staff rooms are equipped with desktops and printers and are also provided with high-speed internet facilities. To facilitate effective teaching-learning process, the college has a multipurpose airconditioned and ICT enabled Conference Hall with a seating capacity of 150. It is used for hosting seminars, co-curricular and extra-curricular activities of the college. Regular meetings of the staff are being held in the Conference Hall. The Chamber of the Principal, The President, The IQAC and Discussion room are also used for conducting their respective meetings. Computer laboratories are used to

conduct IT based FDPs. The resources are shared across the departments whenever needed.

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

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

Response:

The college provides adequate space for sports, games, Yoga and cultural activities and prepares students for various levels of intercollegiate events. The physical infrastructure facilities for Games like table tennis, chess and carom are available. College ground is used for outdoor games such as Ball Badminton, Volley Ball, Throw Ball, Kabaddi, and Tug of War. Practice for athletics and the Annual Sports Meet of the College is held at Mangala Stadium, which is an athletic and sports stadium, managed by Karnataka State Department of Youth Affairs and Sports, located at the heart of Mangaluru city, at a distance of 1.5 kms from the College.

The available physical infrastructure facilities have also been utilised for various cultural activities like College Day, Management - IT Fests, Traditional Day, Variety entertainment day and large numbers of skill enhancement activities which provides opportunities for the students to excel in their fields of interest. The Conference Hall is Air Conditioned and ICT enabled. Conference Hall and classrooms are utilised for cultural activities.

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

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as

smart class, LMS, etc.

25

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

25

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

Response :

College library is located in the ground floor with an area of 390.33 Square meters, spacious with a total seating capacity of 175. It has a collection of more than 26000 books.

The library is fully automated with in house developed integrated software Educational Enterprise Resource Planning Management System (EERPMS) is an improvised version of ILMS. It consists various modules such as Masters, Transactions, Acquisitions, circulations, OPAC, Library user's attendance, Report generation on various functions and other related functions.

Name of the Software: EERPMS

Nature of Automation: Fully Automated

Version: EERP3.0

Year of Automation: 2012

Apart from books, library subscribes to various journals, magazines, Newspapers and e-resources related to management and other subjects. More than 6000+ e-journals and 1,99,500+ e-books can be accessed under the project entitled "National Library and Information Services Infrastructure for Scholarly Content (NList)" of Infflibnet centre Gujarath.

Students and faculty members are provided barcoded library card for registering IN/Out and lending documents. Library is utilizing Dewey decimal classification for books and arranged open shelves for easy access and quick retrieval. OPAC (Online Public Access Catalogue) facility is also made available for the library users. Library is enabled with Wi-Fi facilities and under CCTV surveillance.

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

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

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

Response:

The college has developed IT facilities to meet the learning

requirements of students and faculty.

The computer lab consists of 137 Dell computers with Windows 10 OS and MS Office 16/19 and Internet connectivity, 2 laser printers and 1 Canon printer with Xerox and scanner. The maintenance of the computers is done by the technicians as and when required. The software's like C, C++, Java, MySQL, Python, Oracle 11, Visual Studio, Tally etc. are installed in computer labs.

The college library is fully automated with upgraded IT facilities. All classrooms and Computer Labs are enabled with ICT facilities like LCD projectors. In addition, the conference hall is equipped with LCD projector, mike, speakers and internet connection. The whole campus of the college has Wi-Fi facility with a speed of 150 mbps. The college office has 10 computers and 3 laser printers and 1 Canon printer with Xerox and scanner. All computers of the lab, library and office are connected through LAN. All the departments have computers with Internet facility via Wi-Fi. 3 Staff rooms are provided with Desktop and printers.

Institute has upgraded the 37 Mbps Internet connectivity to 150 Mbps with the Internet Service Provider (ISP) Yours Network connectivity.

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

4.3.2 - Number of Computers

152

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

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

--

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

Response:

The institute ensures optimal allocation and utilization of the available financial resources for maintenance and upkeep of different facilities by holding regular meetings of the purchase and maintenance committee as per the requirements. Institution has a policy to have an effective mechanism for the upkeep of the infrastructure and other facilities and ensure optimum utilization.

For purchase, committee will prepare a list of items by finalizing technical specifications and obtain approval from

the sanctioning authority in writing to the management. The management will scrutinize, invite quotations and place the purchase order to the selected vendor. All purchase details are entered in the stock register. Maintenance committee looks after the supervision of physical infrastructure (buildings, water supply and power supply) headed by maintenance in-charge who supervises the regular upkeep of the campus. Electrical maintenance is out-sourced. The maintenance of water purifiers, computers and lab equipment is done through AMC. Plumbing and security services are done on contractual basis through various agencies. Full time sweepers are appointed for cleaning and maintenance. The calibration of equipment such as generators is done by external maintenance staff as and when required under the supervision of maintenance in-charge. Besides this, any maintenance work required or breakdown will be intimated to the maintenance in-charge who takes up the matter immediately.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

310

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

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

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

33

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

A. All of the above

File Description	Documents
Link to institutional website	www.sdm.ac.in
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

750

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

750

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year	
27	
File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
5.2.2 - Number of students progressing to higher education during the year	
5.2.2.1 - Number of outgoing student progression to higher education	
125	
File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File
5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)	
5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year	
0	
File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded
5.3 - Student Participation and Activities	
5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year	
5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural	

activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

40

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

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

College has a student council which consists of various associations. These associations conduct wide spectrum of activities to ensure the overall personality development of the students. There are many associations like Finance, Marketing, HRD, Commerce, Scan, Literary, Fine Arts, NSS, Rovers and Rangers, Red Cross etc. Each of this association has one representative from every class to coordinate the activities of the association and ensure the participation of every class. Besides this, two class representatives from each class also become the member of student council as shown in the chart below. IQAC has four students representative one from department. The institution follows participative approach to involve the students in decision making process. Scheduling of various co-curricular and extra-curricular activities have been done by giving weightage to the views of the student representatives. Academic and administrative body like examination committee conveys their decisions taken by them in the student council so as to involve them indirectly in decision making. Editorial board has student representation which enables the board to seek the co-operation and support of all the students in the compilation of college annual.

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

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

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

125

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

The institution has an Alumni Association. The illustrious alumni of the institutions, who are spread across the world, make it a point to visit the institution whenever they come to home town. Details of the contribution of alumni to the growth and development of the institution: a) Alumni who occupy key positions are invited to share their experiences and to give motivational talks to the students. b) They are invited as guest of honour for important functions like Student Council inaugural, inauguration of various associations, for management and IT Fests like Genesis, Synergy and Sygma fests, College Day celebration, etc. c) Alumni network plays an important role to help the present student to get placement. d) Views and suggestions of alumni are taken during the syllabus revision.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The College nurtures an atmosphere of intellectual, vigor and moral righteousness among the students to be competent, committed, creative and compassionate individuals.

The governance of the college is driven by well-written policies in admission, teaching, learning and evaluation systems.

Vision and mission reflect the institutional goals, based on the expectations and aspirations of our management. Our management headed by great visionary, Padma Vibhushan awardee, Dr. D. Veerendra Heggade visualized the need for developing management education at undergraduate level when it was still at an infancy stage and was even unheard of in this part of the state. Thus, more than three and a half decade back the institution could foresee the need for professionally trained manpower required to lead the corporate business world, the dearth of which is felt now. Our institutional vision and mission are based on the firm belief that the students who graduate from the college should be able to stand on their own feet through entrepreneurial ventures incorporating business ethics.

Even since its inception in 1978, SDM College of Business Management has been a renowned institution that has nurtured

talents of thousands of people who later became great and value-oriented leaders in various walks of life.

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

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

The college promotes a culture of participative management to ensure the contribution of all. The day-to-day administration and academic functions are decentralized to a greater extent by a delegation of responsibilities with Vice-principal, Deans, Head of the Departments and Coordinators. To ensure this, general staff meetings are conducted in the beginning of the academic year to plan, execute, monitor and evaluate the intended activities for the academic year. Thus, all are involved in planning, decision-making and implementation through a transparent approach. The bench mark is set for every activity to ensure quality administration through concerted efforts of all stakeholders.

All Deans look after the functions of their respective department. Deans pass it on to the principal and in turn the Principal to the Management at the appropriate forum facilitating the smooth process of decision making. Office manager supervises the administrative office. An activity which specifically needs the administrative approval of the principal is clearly defined.

The Deans enjoys autonomy in the following:

1. Subject allocation and time table finalization
2. Inviting experts for guest lectures
3. Organizing student presentation/seminars
4. Organizing extension activities of the department.
5. Introducing various teaching methodologies

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The perspective plans focus upon matters like infrastructural development for teaching and learning, introduction of new value addition courses and short-term courses on current issues, enhancement of quality in teaching-learning process, promotion of research, healthy practices, etc. The plan had been presented before and approved by the Management.

Development or up gradation of computer laboratories and ICT facilities to all the classrooms, had also a top priority. Items like having ISO certification, getting listed in NIRF, introducing LMS in teaching and evaluation, conducting more add-on / skill based courses, widening the base of extension activities, excelling in university exams as well as in research, sports and cultural activities, making provisions for rainwater harvesting, campus waste management, ramps and lift facility for the differently abled, etc. were the other important items of the perspective plan.

The introduction of Entrepreneurship Development Cell to train, encourage and promote entrepreneurship skills among the students and industry-institute interaction. The mission of EDP cell is to encourage & refine the Entrepreneurial and product development skills of the students like idea generation, opportunity evaluation, business modeling, marketing, new innovative project development, skill development and many more.

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

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

The institute is headed by Principal, who is responsible for articulating the mission for attainment of the management's vision. There is also a governing council body at the level of the institute which guides the institute in strategic planning. Annual governing council meetings are held, wherein major strategic initiatives for attainment of the institute mission are identified, discussed and decided upon.

The administrative functions of the institution are performed smoothly with the collective efforts of all administrative staff under the guidance of the principal. Majority of the administrative functions are performed through management developed inhouse software -EERPMS which has facilitated transparency in operation and led us to reducing usage of paper. Monitoring of attendance is done through Biometric system and library usage is monitored through electronic system.

The recruitment process has been carried out by the management as per the guidelines of UGC, Mangalore University and Government of Karnataka. After scrutinizing the applications, the eligible candidates are interviewed by the panel of members including the Management Representative, Principal and Dean. The selected candidates are appointed for the respective posts.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	View File

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

The college has undertaken effective welfare measures for the teaching and non-teaching staff. The management is very keen on the academic advancement and welfare of the staff.

- Group Insurance scheme "Sampoorna Suraksha Yojane" is offered to the

employees in which 50% of the premium is paid by the management.

- The spouse and parents of staff members can avail benefits towards medical expenses.
- Maternity benefit of Rs. 5000 is given by the management.
- Staff members can also avail loan facilities from SDM employee's cooperative society on easy installments.
- Children of staff are given fee concessions in other institutions run by the management.
- Other benefits like Provident Fund, ESI, Gratuity, Leave Encashment, Casual Leave, Earned Leave, On Official Duty facility, Extended Leave without Pay are granted as per Employees Service Rules of the SDME Society, Special Permission to appear for Exams, Maternity leave and travel grants for attending academic programmes are given.

These concessions are available to all teaching and non teaching staff. They do take benefits of these initiatives as per their requirement.

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

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

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

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

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

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

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

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

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

The performance appraisal system is an essential and vital mechanism that helps to provide pertinent information for the assessment of an employee's skill, knowledge and ability on

the overall performance of the job. It helps the management to assess and acknowledge staff member's committed work and also identify the in-house training and development needs. It aids in deciding the future course of action for the institution in terms of incentives, recognition and consideration for sharing the official responsibilities as an official of the college.

The institution has a mechanism of Performance Based Self Appraisal (PBSA) system in place for teaching as well as non-teaching staff. The activities related to the PBSA are coordinated by the staff in-charge of the respective college. In case of PBSA for teaching staff a structured format is developed by the management with criteria's like academic, institutional initiatives, research and consultancy, extension, academic growth and organization of programs. The entire system of appraisal is decentralized. The teaching staff of the institute are free to choose the parameters under each criteria based on which they will be appraised.

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

6.4 - Financial Management and Resource Mobilization

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

All the financial transactions are managed through an in-house software known as EERPMS. The institution follows a professional financial management technique to manage the financial resources efficiently. Annual budget is prepared.

The approved budget is strictly followed and monitored by the finance department. The entire purchase requirement is processed by the finance department and after its clearance, procurement action is initiated. The payments of bills are also monitored by the finance department to ensure that all the expenses are within the sanctioned budget.

Statutory audit of all the accounts maintained by the college is done by a Chartered accountant every year. All financial accounts/matters of the college are audited. The Head Accountant maintains the accounts of the government funds. Statutory audit also includes the auditing of all the Non-government funds including the management funds, fees from self-financing courses, salary of management staff etc., the records/accounts of which is maintained in the e-format. Periodical Audit is conducted by the Directorate of Collegiate Education, Govt of Karnataka. The Regional Joint Director is authorized to audit the amount collected and received in the college related to general revenue of Govt., Utilization/Non-Utilization details of such amount, its registers/accounts etc.

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

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

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

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

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

As the college is partially aided for grant-in-aid programmes, most of the resources self -financed and direct.

Major part of the institutions fund is raised from tuition fee.

Institution conducts various FDPs, Seminars/Conferences for staff and students, Inter and Intra Collegiate events for student like Genesis an University Level fest, Synergy a National Level fest and Sygma, a State level IT fest. The events attract sponsorship from well-wishers which is used to fulfil partial requirements of the fest.

UTILIZATION OF RESOURCES

1.The facilities such as classrooms / computer lab are used for conducting Government / professional exams

2.Infrastructure resources are used for organising national / international / regional / institutional seminars /guest lectures/ conferences / workshops etc.

3. Several faculty oriented and Student centric activities are conducted utilising the resources of the institution to the maximum.

Other minor resources of income are infrastructure rentals which are charged for renting out institutes classrooms and conference hall facility. The centrally convenient location of our institute has drawn several agencies to seek our infrastructure for conduct of various exams.The penalty charged by library to the students for late return and default in the return of books also adds to our income.

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

6.5 - Internal Quality Assurance System

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

Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. The following are the major incremental improvements and quality initiatives taken up by

the IQAC are:

- NAAC Re-Accreditation Process
- Academic & Administrative Audits
- AQAR Reports
- AISHE & NIRF nodal officer
- Coordinating Statutory Body Meetings and General Staff Meetings
- Preparing Annual plan of action
- Conduct of IQAC Meeting
- Administering and Monitoring Feedback analysis collected from various stakeholders
- Organising workshops and seminars related to quality enhancement
- Participation in Surveys and Rankings
- Faculty and Student Orientation Programmes
- Student Quality Assurance Cell
- Department-wise Faculty Development Programmes

Academic Audit is held every semester to verify important records and documents maintained by the faculties. All the faculties submit documents/report to the IQAC members. Later the members of the committee verify documents and submit the report to IQAC coordinator which is presented and necessary suggestions will be conveyed in the general staff meeting. The feedback from IQAC has enabled the improvement of the teaching learning process.

In the dry run inspection conducted at the end of every semester, IQAC reviews the following:

- Lesson plan
- Teaching methods
- Student assignments
- Factory visit reports
- Organization reports
- Attendance Register
- Personal Profile
- Association and departmental reports

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

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

The college has well-equipped computer labs and good ICT facilities. It has introduced few more Add-on courses totaling upto 24 from 13 in the previous cycle to help students corporate ready and employable. Large number of students have been benefitted by curriculum enrichment through field visits, skill enhancement activities, factory visits, extension activities, internships etc.

The feedback mechanism has been strengthened by collecting feedback of various stakeholders and the feedback is analyzed and appropriate action is taken upon it. The number of teachers with NET and SLET qualification has increased from 5 to 15 compared to previous cycle and the percentage of teachers having research publications has raised from 12 to 26. All the teachers have made use of ICT resources in their teaching learning process including their self-generated resources. With the advent of technology, the college has been provided with 28 LCD projectors which are well maintained. The total number of computers in the college are 162 out of which the 90 computers have been replaced post NAAC. All the computers are upgraded to the latest versions of the software with high speed internet connection increased to 150 MBPS from 37 MBPS.

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

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

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Response:

The institution has strived to create gender sensitivity among students through talks, workshops and class activities. College is a co-education institution so Gender equity and sensitization is made an integral part of the educational process. Safety and security: Institution believes that lack of safety and security is the main setback to promote gender equity so the institution tries to create a safer environment which can ensures the participation of women without any inhibitions

CCTV cameras are placed to regularly monitor the movement of students.

Security person are placed round the clock and entry to the campus is strictly monitored.

Any Lapses of grievances are regarding security can be confidentially reported through suggestion box.

Whenever major events are conducted additional security is ensured through local police officials.

Women cell: The Cell of the College, envisioned to empower women for a life of equality, empowerment, personal

enhancement , professional success conducts various awareness camps-health, legal, entrepreneurship, defense techniques, etc

Common rooms: Ladies room facility is provided for girls students to relax, study, and carry a productive discussion. Rest rooms are available for Girl students with basic amenities.

Counselling: Any problem faced by the students can be immediately brought to the notice of class advisors who will try to resolve it. In house trained counsellor is also available for the students, to counsel, to make them confident and competent happy individuals.

File Description	Documents
Annual gender sensitization action plan	NIL
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://sdm.ac.in/files/docs/agar2022-2023/criteria7/7.1.1.safety%20security%20for%20womens.pdf.pdf

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

D. Any 1 of the above

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

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

Response:

The solid waste of the college is segregated into bio-degradable and non-bio-degradable wastes. Each classroom and department is provided with dustbins; the house keeping staff collects and separates the waste which in turn is collected into containers to be disposed through the corporation waste collection system. Sufficient number of dustbins is placed at specific points in the campus for the effective wastemanagement. Waste is finally disposed through Mangalore City Corporation garbage disposal system.

The college has taken a policy decision to stop using plastic cups/plates in its canteen/cafeteria and in official programs. It avoids plastic carry bags and cups for academic and cultural programmes and instead uses cloth/ paper/steel ones. It also encourages the use of biodegradable cups/plates made from areca/banana leaves.

E-waste, tube lights and other electrical appliances waste are stored in a particular place and disposed once a year through a management specified agency. Examination paper waste and newspapers purchased by the library and various departments are disposed periodically and sent for recycling through agency.

Our attempt at creating a paperless administration has brought in little success by way of waste production.

Waste is regularly collected by placing waste baskets at various places as required.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	https://sdm.ac.in/files/docs/agar2022-2023/criteria7/7.1.3%20waste%20managemen t.pdf
Any other relevant information	No File Uploaded

<p>7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus</p>	<p>D. Any 1 of the above</p>
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File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	View File

7.1.5 - Green campus initiatives include

<p>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</p> <ol style="list-style-type: none"> 1.Restricted entry of automobiles 2.Use of Bicycles/ Battery powered vehicles 3.Pedestrian Friendly pathways 4.Ban on use of Plastic 5.landscaping with trees and plants 	<p>C. Any 2 of the above</p>
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File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Any other relevant documents	View File

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

<p>7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities</p>	<p>B. Any 3 of the above</p>
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File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	View File
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

<p>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</p>	<p>B. Any 3 of the above</p>
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File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

<p>7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).</p>
<p>Response: - Our institution firmly believes in its philosophy</p>

of imparting quality education for all at affordable cost and embracing cultural, regional, linguistic diversities and in establishing harmony among the students who come from different states, speaking different languages and diverse cultural background. Admission is given to all eligible candidates irrespective of their socioeconomic status as per the regulations. Enough care is taken to fill up specifically earmarked seats of each category. Differently-abled students are also admitted and provision for the use of ramp, elevator is provided. Uniform is made mandatory to promote the feeling of equality. Celebration of national festivals and commemorative days instil a sense of patriotism and unity amongst all. Every year on 15 August variety programme on different themes related to patriotism is conducted to inculcate patriotism and unity among students. During these festivals and other events, eminent personalities are invited by the Institution to emphasize the significance of tolerance and harmony towards cultural, regional, linguistic, communal, socio economic and other diversities

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

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

Response :-

College has a number of associations, conducting various Skills Enhancement programme related to peace, coexistence, and cultural integrity. The multifarious activities of NSS, Youth Red Cross, Rovers Rangers and Student Welfare Council of our Institution, strive to alleviate socioeconomic diversities leading to a tolerant and peaceful living. Encouragement to participate in co-curricular and extracurricular activities both within and outside is given. Human Rights cell, Grievance Redressal Cell, Anti-Ragging Cell, among others aim at social protection, ensuring tolerance and harmony. Programmes like Traditional day, Sharada Pooja, and Women's day are cherished. On the

linguistic front, the institution has Literary Association that conducts competitions and workshops. Students are encouraged to participate in essay writing, to contribute articles in language of their choice for the college magazine which helps to nurture different languages. Initiatives like outreach programmes are under taken to reach out to social issues, promote communal and socioeconomic harmony. Voluntary participation of students in Blood donation camps inculcates humanitarian feelings of being there for those in need. Awareness programmes on Drugs, Health and wellness to create positive impact. Awareness programmes like Guest lectures on Human Rights, Professional Ethics and Values, Special programmes for students, employees and community are conducted.

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

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

C. Any 2 of the above

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

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

Response: - Institution organizes national and international commemorative days, events and festivals with enthusiasm. Annually, the days of national importance viz, Independence Day, National youth day, are celebrated with great zeal. The galaxy of national leaders, their contributions to the nation are remembered, revered and described vividly to inspire, inculcate their teachings and thoughts. National Youth Day is celebrated by organizing programmes to make the youth more vibrant motivated by the teaching of Swami Vivekananda. Martyr's Day - This day is observed to remember all the martyrs and to awaken a spirit of patriotism among youth. The institution is committed to the cause of spreading yogic practices for all round development and well-being of the individuals. Yoga exponents are invited and yogic postures and asanas are demonstrated. Teachers Day is by expressing respect, appreciation and gratitude for the contributions made by teachers to the society. Besides this, Institute also commemorates the birth/death anniversaries of great Indian personality like Mahatma Gandhiji. Sadbhavana Diwas, NSS Day, International Women's Day, World Environment Day, National Consumers Day, Vanamahotsava, and Consumer's Rights Day etc.

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

7.2 - Best Practices

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

7.2.1: BEST PRACTICE-1

1) Title: SKILL ENHANCEMENT

2) Objectives

To enable specific skills in different functional areas of management and IT and to promote experimental learning.

3) The Context: The means through which practical oriented learning can be promoted is through these skill promotion activities

4) The Practice: Various departments have formed their own associations with the specific objectives of organizing wide range of activities.

5) Evidence of Success: Observation reveals that students who gained from these activities are doing well in their career

. 6) Problems Encountered and Resources: Inability to involve all the students in the exercise of skill enhancement.

BEST PRACTICE-2

1) Title: EXTENSION AND OUTREACH ACTIVITIES.

2) Objectives :

To cultivate social responsibility among the students by

involving in the service to the community.

3) The Context:

The extension activities organized combines traditional classroom interaction with community service to enhance social responsibility.

4) The Practice:

The main areas of focus are education, health, environment, cleanliness and social issues.

5) Evidence of Success:

Students have developed greater social sensitivity and selfconfidence by improving their ability.

6) Problems Encountered and Resources:

Permission for visit is not easily available.

Financial constraints

Resources required

Funds

ICT tools

Transport facilities.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

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

7.3.1 Institutional Distinctiveness Vision of the founder:
Development of entrepreneurship and leadership is the Institutional Distinctiveness, which the college wants to

project. The very name of the college indicates that it is a college of business management established to promote entrepreneurship and leadership among the students so that they are provided with much needed initiatives to start and manage business units. Our president Dr. D.Veerendra Heggde felt the need for a professional college meant to train the students in entrepreneurship. His vision was that, "student passing from this institution should be job providers and not job seekers. They should not write somebody else's account but their own account".

Creation of eco system for entrepreneurship development:

Efforts are made to imbibe the future leaders with ability to solve more complex interlinked and fast changing problems by triggering the entrepreneurial spirit through the following measures.

- Orientation to new entrants
- Field study of three organization
- Teaching Pedagogy with traits needed for entrepreneurship
- Management and IT Fest organisation
- Skill Enhancement activities by associations
- Training by Fest forum
- EDP Cell for enabling eco-system for entrepreneurship development
- Interdisciplinary Short term courses
- Library with good collection of books and journals on entrepreneurship
- Inviting alumni who are entrepreneurs as guest
- Value Education
- Extension Activities to develop social enterprises
- Collaboration and MOU with chamber of commerce and industry

All these efforts to promote entrepreneurship has resulted in large number of students passing out from the institution entering into entrepreneurship.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

- Industry intergrated Programme
- Student internship
- Strengthening EDP Programme
- Strengthening Outreach Proramme