



Yearly Status Report - 2015-2016

Part A

Data of the Institution

1. Name of the Institution	BRINDAVAN COLLEGE
Name of the head of the Institution	Mushtaq Ahmed
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	080-28478388
Mobile no.	9980098760
Registered Email	iqac@brindavancollege.com
Alternate Email	principalbc@brindavancollege.com
Address	Dwarakanagar, Bagalur Main Road, Yelahanka,
City/Town	Bangalore
State/UT	Karnataka
Pincode	560063

2. Institutional Status																									
Affiliated / Constituent			Affiliated																						
Type of Institution			Co-education																						
Location			Urban																						
Financial Status			Self financed																						
Name of the IQAC co-ordinator/Director			Mrs. Naema Sultana																						
Phone no/Alternate Phone no.			08028478388																						
Mobile no.			9845741518																						
Registered Email			info@brindavancollege.com																						
Alternate Email			iqac@brindavancollege.com																						
3. Website Address																									
Web-link of the AQAR: (Previous Academic Year)			http://www.brindavancollegeugpg.com/																						
4. Whether Academic Calendar prepared during the year			Yes																						
if yes,whether it is uploaded in the institutional website: Weblink :			http://www.brindavancollegeugpg.com/COE-15-16.html																						
5. Accrediation Details																									
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>A</td> <td>3.08</td> <td>2007</td> <td>31-Mar-2007</td> <td>30-Mar-2012</td> </tr> <tr> <td>2</td> <td>A</td> <td>3.01</td> <td>2013</td> <td>25-Oct-2013</td> <td>24-Oct-2018</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	1	A	3.08	2007	31-Mar-2007	30-Mar-2012	2	A	3.01	2013	25-Oct-2013	24-Oct-2018
Cycle	Grade	CGPA	Year of Accrediation	Validity																					
				Period From	Period To																				
1	A	3.08	2007	31-Mar-2007	30-Mar-2012																				
2	A	3.01	2013	25-Oct-2013	24-Oct-2018																				
6. Date of Establishment of IQAC			02-Jun-2006																						
7. Internal Quality Assurance System																									
<table border="1"> <thead> <tr> <th colspan="3">Quality initiatives by IQAC during the year for promoting quality culture</th> </tr> <tr> <th>Item /Title of the quality initiative by IQAC</th> <th>Date & Duration</th> <th>Number of participants/ beneficiaries</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>						Quality initiatives by IQAC during the year for promoting quality culture			Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries														
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IQAC Meeting	05-May-2015 1	15
IQAC Meeting	16-Dec-2015 2	15
View File		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	Nil	Nil	2016 0	0
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

2

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

industrial visits, guest lectures, workshops, value added programs, life skills courses as per university, faculty development programs.

No Files Uploaded !!!

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

Plan of Action	Achievements/Outcomes
No Data Entered/Not Applicable!!!	
View File	

14. Whether AQAR was placed before statutory body ?	Yes				
<table border="1"> <tr> <td>Name of Statutory Body</td><td>Meeting Date</td></tr> <tr> <td>Management</td><td>10-Oct-2016</td></tr> </table>		Name of Statutory Body	Meeting Date	Management	10-Oct-2016
Name of Statutory Body	Meeting Date				
Management	10-Oct-2016				
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No				
16. Whether institutional data submitted to AISHE:	Yes				
Year of Submission	2016				
Date of Submission	08-Sep-2016				
17. Does the Institution have Management Information System ?	Yes				
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	Online Attendance using optra, Bio metric attendance for staff, no paper forms for admissions, tally for accounting.				

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The institution adheres to the academic calendar for the conduct of CIE • As per the Academic Calendar, Internal tests, Assignments, and Unit tests were planned by the Program Coordinators before the commencement of the semester. The faculty members of the concerned Department were advised to cover the required syllabus before the commencement of the internals. • Periodic instructions related to Examinations and Evaluation were received from the University and the same was informed to the students through circulars for the enhancement of their ability to face the challenge of evaluation. • The college conducts two internals assessment tests for theory papers of 30 marks each as per the University guidelines. The average marks of both the internal tests were considered as final marks. • For laboratory Evaluation, the College conducts two lab Internals for 15 marks each, the students maintain the lab records after each experiment which was duly evaluated by the faculty in-charge. • Awareness of the Evaluation and Assessment system was briefed by the HOD to the staff and students at the beginning of the Academic year. • Tutorial and Extra classes were conducted to enhance problem-solving skills and explain some of the important topics. • Regular Unit tests, Surprise test, Assignments, Presentations, Group discussions & Quiz were conducted. • Internal Assessment test Time table was Displayed on the Department Notice Board and circulated to the respective classes well in advance to prepare the students for better

performance. • The strict conduct of the test was ensured on par with the university exam. The evaluation work was completed on time by the faculty and reviewed by the program coordinator. • Valued answer papers were distributed in the class for clarification and corrections if any. The marks obtained by the students were displayed on the Department Notice Board and a copy of the same was maintained in the Department. • Efforts were made by the college to conduct a retest for the students who underperformed and missed the Internal Test for genuine reasons. • Best practice such as conducting Remedial classes was evolved in the institution for slow learners who had scored less marks in the internals.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
J2EE - BCA	Nil	28/06/2015	2	Yes	Nil
OOAD - BCA	Nil	12/02/2016	2	Yes	Nil
	Nil	09/03/2016	2	Yes	Nil
Personality Transformati on MBA					
	Nil	18/09/2015	2	Yes	Nil
Fundamentals of Soft skills and Personality Development-MCA					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	Nil	Nil
No file uploaded.		

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BBA	Marketing and Finance	22/06/2015
BCom	Accounting and Auditing	22/06/2015
BCA	Computer Application Programming	22/06/2015
BSc	PMCs, SMCs, CZMb, CZBt, CBG	22/06/2015
MBA	Marketing, Finance, HR	12/09/2015
MCom	Accounting/Taxation and Banking /Finance	10/08/2015
MCA	Computer Applications	10/08/2015
MSc	Biotechnology, Microbiology, Genetics	10/08/2015

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

	Certificate	Diploma Course
Number of Students	327	Nil

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
View File		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
No Data Entered/Not Applicable !!!		
View File		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

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

Feedback Obtained
The feedback was obtained manually from the stakeholders such students, teachers, alumni and parents. The collected feedback was analysed and the outcome was discussed in the meeting for the improvement of the existing position.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
No Data Entered/Not Applicable !!!				
View File				

2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses

2015	592	315	34	36	Nill
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2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
70	Nill	Nill	Nill	Nill	Nill
View File of ICT Tools and resources					
No file uploaded.					

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

Mentoring of students thus, is an essential feature to render equitable service to all our students having varied background. Student-mentorship has the following aims: a. To enhance teacher-student contact hours b. To enhance students' academic performance and attendance c. To minimise student drop-out rates d. To identify and understand the status of slow learners and encourage advanced learners e. To render equitable service to students The institute has followed the suggestion made by IQAC to introduce the mentoring system. The importance of integrating the system for enhancing students' performance. With a wide variation in the student population in regard to educational and economic background, the system promises to provide a better understanding of individual students and bring out their highest potential. It also appears to be the most effective method/weapon for mitigating cases of those students who are vulnerable to drop-out from studies. Design Implementation: The IQAC had taken the initiative of implementing the mentoring of students. Students are categorised based on the streams of studies and also according to their core subjects. They are divided into groups of 10-15 depending on the number of students. Each group is assigned a teacher-mentor who would perform mentoring duties. After collecting all necessary information, Mentors are expected to offer guidance and counselling, as and when required. a. It is the practice of Mentors to meet students individually or in groups. b. In isolated cases parents are called for counselling/special meetings with the Principal at the suggestion of the Mentor. c. If a student is identified as having weakness in particular subject, it is the duty of the Mentor to apprise the concerned subject teacher. Targets achieved The Remedial Classes have been institutionalised after the implementation of the Mentoring System. Need-Based remedial classes have proved to be beneficial to the students in particular and the entire college in general. The institutional practice of Mentoring System has considerably enhanced the campus environment and brought about: ? Enhanced contact hours between Mentors with their respective students ? Improvement in students' attendance records ? Minimised student drop-out rates (apparently due to Mentors' intervention before a student falls short of attendance or has been regularly abstaining from classes) ? Identification of slow learners for conducting Remedial Classes ? Advanced learners identified and encouraged with incentive prizes The Institute is emphasising towards enhancement of enhancing the institutional ambience to better serve the needs of an ever-changing and dynamic learning community. Effective mentoring begins with the faculty and depends on the healthy relationship between faculty and students. Department assign faculties (acts as faculty advisors) for providing guidance for each year during admission till the graduation for same batch.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
907	70	1:13

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
70	70	Nill	Nill	9

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
View File			

2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
No Data Entered/Not Applicable !!!				
View File				

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

Brindavan College is affiliated to Bengaluru Central University and as per University Guidelines the College adheres to the Internal Evaluation System prescribed by the University. The University has Specified Two Internal Tests per semester along with assignments. The tests are conducted by the respective departments of the college for each and every subject. The assignments are given by the respective subject teachers covering important questions from the syllabus. The Tests conducted following all the rules and regulations of the University including seating arrangements. Every student has a subject wise blue book for writing the test and this test book is kept with the college for a period of five years. The design of the blue book has been made specifically for the college/department requirements and is unique to Brindavan College. The Assignments are written in a pink book and the design of this book is also in accordance with the respective department requirements. The students of the science stream conduct experiments in their respective laboratories and this forms an integral part of the internal evaluation. The Practical Record books are maintained for each student in subjects for which practical experiments are conducted. Apart from the tests and assignments the students are assessed in their presentation skills. Every student is required to make a presentation in respective subjects and topics. The respective subject teacher assesses the student and assigns marks. The marks for presentations and class participation are considered for the final Internal Assessment which is a University Requirement. The College and respective departments systematically plan many activities/events and competitions for students. The students are evaluated on the basis of their participation and certificates and prizes are distributed. Students are also assigned case studies to analyze and present in the class. The case studies allow the students to display their analytical skills and logical thinking acumen. The participation of students in case study activities is also considered for internal evaluation under the presentation and class participation criteria for internal assessment. The documents maintained in this regard are as follows: a) Test Answer Booklets b) Assignment Booklets c) Internal Evaluation of Students in Prescribed Format

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

The Academic Calendar of the Institution is prepared keeping in mind the Academic Calendar issued by the University. The University releases the academic calendar for each semester through hard copy and soft copy. Once the

academic calendar is received from the University the respective departments will prepare the department calendar of events in line with the University Calendar of Events. The Academic Calendar received from the University specifies the following schedule of dates: 1. Class Commencement date 2. Last Working Day 3. Commencement date of First Internal Tests 4. Commencement date of Second Internal Tests 5. Internal Assessment Submission Date 6. Practical Examination Dates 7. Theory Examination Dates The Department Calendar is prepared keeping in mind the Academic calendar dates received from the University. The Department Calendar will Include the following: 1. Class Commencement date 2. Last Working Day 3. Commencement date of First Internal Tests 4. Commencement date of Second Internal Tests 5. Internal Assessment Submission Date 6. Practical Examination Dates 7. Theory Examination Dates 8. Guest Lecture Dates 9. Industrial Visit Dates 10. Workshop/Training Related Dates The department calendar is circulated to all the concerned students and faculty members and is displayed on the notice boards. The department along with the Principal have regular meeting and review the progress of activities mentioned in the academic calendar. Due to certain unavoidable reasons such as bundhs / strikes the department calendar will need to be adjusted or modified in consultation with the respective HOD's and Principal.

2.6 – Student Performance and Learning Outcomes

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

<http://www.brindavancollegeugpg.com/Programme&Course-Outcomes.html>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
No Data Entered/Not Applicable !!!					
View File					

2.7 – Student Satisfaction Survey

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

<http://www.brindavancollegeugpg.com/ugpgsss.html>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
View File				

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Industry Academia	PG Department of Commerce	14/10/2015

Innovative Practices

and Management

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
View File				

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
View File					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

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

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

Type	Department	Number of Publication	Average Impact Factor (if any)
No Data Entered/Not Applicable !!!			
View File			

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

Department	Number of Publication
No Data Entered/Not Applicable !!!	
View File	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
View File						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
View File						

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

Number of Faculty	International	National	State	Local
No Data Entered/Not Applicable !!!				
View File				

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!			
View File			

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			
View File			

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

Name of the scheme	Organising unit/Agen cy/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!				
View File				

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
View File			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
View File					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of
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			students/teachers participated under MoUs
Nill	Nill	Nill	Nill
View File			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
50	44.07

4.1.2 – Details of augmentation in infrastructure facilities during the year

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

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Easylib Software	Fully	web version	2010

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			
View File View File			

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
0	0	0	Nill
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	76	60	60	15	1	10	10	30	0
Added	14	0	0	0	0	0	0	0	0
Total	90	60	60	15	1	10	10	30	0

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

30 MBPS/ GBPS

4.3.3 – Facility for e-content

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

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
9	8.27	34	33.41

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

Institution made a provision for maintenance of its physical and academic support facilities. Routine maintenance of the infrastructure facilities are carried out by the Maintenance Manager. The procedures and the policies of the institution are as follows: 1) The requirement has to be raised by the concerned department head duly signed after thorough checking. 2) It is submitted to the principal who will be forwarded to the maintenance department. 3) The maintenance manager verifies the requirements and invites quotations (at least three) from the suppliers. 4) The order is placed selected supplier after discussion. 5) The received order is inspected and issued to the departments.

The Physical, Academic and Support facilities as follows:

Physical facilities:

Class Rooms: a) Use of chalks and Markers b) Daily sweeping of class rooms. c) Wet cloth cleaning of benches (twice a week). Black and White boards are cleaned daily. d) Common dust bins are provided at various locations in each floor.

Laboratories - Maintenance Utilization: Preventive maintenance plan is followed in laboratories. Periodical check-up and calibration of equipment in all laboratories will take place. The repairs and servicing of the equipment is done by the lab in-charge. Stock verification is conducted in all laboratories every year. Provision for maintenance is provided in Annual budget.

Library:

The College has two libraries along with departmental libraries. The maintenance of library includes shelving, shifting, sorting, binding, searching for missing items, preservation and making sure the stacks are presentable and organized. Verification of books and replacing/ordering new books are done once in every six months.

Sports Activities: Students are well encouraged to participate in extracurricular activities, sports and games. Institution has excellent infrastructure for various sports and games, viz., Cricket, Football,

Table Tennis, Badminton, Shuttle, Volley Ball, and Athletics etc. The sports and games equipment is monitored by physical director. A proper record is maintained in the department for physical count of sports material for the future use. Computer Systems Maintenance: There is a group of system maintenance committee, headed by a senior faculty, with a mandate to recommend to the management the need for upgrading existing machines, replacing the obsolete ones with new ones, maintenance of the networking system, purchase of accessories such as switches, routers, printers etc. Hostels: Institution has separate hostel facility for boys and girls along with gymnasium and Landry facility. The superintendent and hostel wardens look after the maintenance of the hostels and mess assuring the quality and hygiene in the College Canteen. Systematic and well organized management principles are applied for the students to maintain time, discipline in the hostels. Internet and Wi-Fi: System administrator and team of technicians look after the maintenance of daily band width, usage, band width allocation and sharing. Transport Maintenance: The college has separate department for maintaining College buses and other vehicles. Canteen Facilities: The college providing Canteen facility to students and staff through third-party. Electric power Backup Facilities: The college has separate Generator and Staff for maintain power supply without interrupt. Parking Facility: College provides on

<http://www.brindavancollegeugpg.com/policy-procedures.html>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Institutional Scholarship	42	380000
Financial Support from Other Sources			
a) National	SC,ST OBC	52	999630
b)International	ICCR EdCIL	100	17038705
No file uploaded.			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
No Data Entered/Not Applicable !!!			
View File			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
No Data Entered/Not Applicable !!!					
View File					

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
8	8	30

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
No Data Entered/Not Applicable !!!					
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
No Data Entered/Not Applicable !!!					
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	Nil
No file uploaded.	

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

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Student Council Committee Overview: Brindavan College believes in strengthening and empowering students of our college. Students Council Committee are framed at the beginning of every academic year .A Student Council is a group of elected and volunteer students working together with or along with Management within the framework of bylaws to provide a means for student expression and

assistance in college affairs and activities. It gives opportunities to the student to explore their talent and develop the leadership quality within them. During the process students develop Team building, Effective time management, decision making and many more such attributes which further encourages them and help them grow as a professional and a responsible citizen. The College has a Structured and designed Student Council Committee comprising the student of final year. The committee first got established in August 2015 keeping the idea of bringing the student involvement at various platforms with higher spectrum. Having this idea on board, we encourage the students to be a part of various academic related programs, co-curricular activities, and placement and so on. This not only helps us plan better as a involvement of young and dynamic mind but also makes the execution of each plan more fruitful, Smooth and flawless by providing them the sense of ownership. Being a part of student council committee, the student are called for sharing their ideas, planning ,Execution, decision making and participation for the various other committee's functioning. Objective: 1. To empower the students. 2. To enhance and build various positive attributes in students. 3. To promote student involvement in various events and Program. 4. To help them grow as a good professional and responsible Citizen. 5. To promote respect for law and order and towards general welfare of the community they are living. 6. To provide a viable means for student expression and an increasing amount of self-direction. 7. To improve understanding between and within groups through interaction and communications. Role and Responsibility: • As a member of the student council committee, Student takes part in various committee programs for the planning, designing and execution of it. The student council helps share students ideas, interests, and concerns with teachers and College Management. • Students takes the initiative, plans and execute various events and program in the organization such Alumni Meet, Inter college/ Intra College Fest, Teachers day, World Environment day. Kannada Rajyotsava and many more such cultural and sports event. • They are also responsible of running their respective department clubs. Election / Formation every year The student council Committee is elected by the Heads and Principal mutually agreed upon. Further the student council chooses their President and vice president and rest of the individual take the role of an active member. Following are the list of few committees where we have the participation of students from student council Committee. 1. Anti Ragging and Sexual Harrasment Committee 2. Career counseling Committee 3. Canteen Committee 4. Grievance Redressal Committee 5. The Department Clubs 6. ISR Committee 7. Sports Committee

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

one meeting was conducted with the alumni.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The vision and mission statement of our college defines the institutions distinctive characteristics of addressing the needs of students and society it seeks to serve. The institution promotes a culture of participative management by involving the staff and students in various activities. There are different committees such as IQAC, Canteen Committee, Alumni Associations, Sports etc and Department's clubs are also formed in which students and teachers participate and take active part. IQAC committee consists of Principal, Faculty, Students, and Industry Representatives along with management representatives. Meetings are conducted regularly and activities and events are planned and discussed with active participation of all the members. HoDs prepare the department's budget every year. Budgets are prepared in presence of all the faculty members of the department. Prepared budget is discussed with the Principal. With the consent of the Principal the budget is forwarded to Finance Controller. Approved budget is used to carry out department's activities. It is advantageous to have participation of all the stake holders through decentralization in decision making process in order to achieve better results. The institution has a practice of participative management. The college provides better opportunity to all concerned in the decision making process. The college administrative and academic structure is in place to make the decision through participative arrangement. Principal is the administrative and academic Head, followed by department heads. The examinations are carried out periodically for which there is separate examination committee. Principal is the Chief Superintendent and incharge of examinations. Heads of the departments carry out the responsibility of Deputies. Office superintendent carries the responsibility of collecting exam fees, issuing hall tickets, displaying the time table etc. The committee conducts regular meetings which are headed by principal and discuss various issues related to exams. Thus the participative arrangements are being followed in the decision making. These committee members are from various departments and different hierarchies. Principal is the supervisor for all the committees. Heads take the responsibilities of the committees as Chairpersons and conveners. Faculty members are also included in the committees. Supporting staff also play a vital role in the smooth functioning of the committees. Students are also involved in few committees like alumni Committee.

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

Partial

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	The admission process is highly transparent. Rules and regulations of the University are strictly adhered to. Admissions are purely merit based. The cut offs of various courses are displayed on the college and University website. Each application is processed and verified. Also College has admission support system in the form of NoPaper Forms which helps candidates as well as college in admission process.
Industry Interaction / Collaboration	As part of Industry Institute

Interaction, College has organized various Industrial Visits for the students. MOUs are signed with the industries to have regular interactions in terms of Guest lectures, Seminars, Workshops and Value added certifications. Also students are encouraged to carry out projects in companies.

Library, ICT and Physical Infrastructure / Instrumentation

Library consists of ample numbers of books, journals, magazines and news papers. EasyLib Software is used for the smooth functioning of the library. Library is also equipped with Computer Systems and internet facility, Printer and is CCTV Monitoring systems. Classrooms are equipped with projectors and Wifi facilities for promoting ICT in college. The physical infrastructure caters to diverse needs of each courses. Hostel and Canteen facility is also available in the College Campus. ATM machine is also installed in the campus.

Research and Development

As an educational institution, College encourage all the faculty members to carry out research work. To encourage research faculty members are provided with research cell.. Similarly to present papers in national and International conferences, staff are encouraged by giving OOD facility and also paying the registration fees. The college is planning to have its own online journal for which preparation is already in pipeline.

Examination and Evaluation

There are several criteria that the University utilizes in order to ensure that all the stakeholders are aware of the evaluation process that are in place through the following measures. The evaluation issues concerning students are also made known well in advance at the time of their admission. Information pertaining to evaluation is also displayed on the University website so as to ensure that all stakeholders are aware of the valuation process.

Teaching and Learning

1. College has prepared strategic plan for improving the quality of teachers based on Self Performance Appraisal and feedback from the stakeholders. 2. To Intensify quality improvement by conducting Faculty Development Programs, Seminars, Workshop

	and conferences. 3. Extensive support is given to all staff in terms of monetary and OOD to attend staff orientation courses, FDP, International and National Conferences conducted by other colleges. 4. The college encourages blended learning by using e-learning resources. 5. The computer aided learning is given priority, the wifi internet and cabled internet access is available in library and in open spaces of the campus to enhance the scope of e-learning.
Curriculum Development	Curriculum is decided by the University. However College follows the syllabi designed by the University. Faculty members are part of BOE/BOS committees of the University.

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

E-governance area	Details
Administration	Ired Biometric: A biometric system is installed to track the attendance of employees.
Finance and Accounts	College uses Tally Software for effective management of Finance and Accounts.
Student Admission and Support	NoPaper Forms is used to provide admission assistance to the students. Optra is used to maintain attendance of the students online. Easyclass.com for sharing study material and assignments to the students. EasyLib web version is used in the for library for the online access of the library resources.
Examination	University Website is used to upload internal marks of the students. Its also used to download the hall ticket of the students.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2016	Nill	Nill	Nill	Nill
2015	Nill	Nill	Nill	Nill
No file uploaded.				

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

Year	Title of the	Title of the	From date	To Date	Number of	Number of
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	professional development programme organised for teaching staff	administrative training programme organised for non-teaching staff			participants (Teaching staff)	participants (non-teaching staff)
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No Data Entered/Not Applicable !!!

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
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No Data Entered/Not Applicable !!!

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
89	Nil	37	Nil

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
OOD, Research Support, EPF, Bus Facility	ESI, Vacation Leave, Bus Facility	Bus Facility, Wifi facility, Scholarship

6.4 – Financial Management and Resource Mobilization

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

The accounts and procedures of internal control of finance are carried out by the head of the accounts department on a day to day basis, Internal control performs both financial non financial within wide range of areas within the institution, as directed by the annual audit plan, ensuring compliance with laws and statutory regulations. The accounts department look at key risks facing the institution what is to be done to manage those risks effectively to help the institution achieve its objectives. The external audit performs the annual statutory audit of the financial accounts , providing an opinion on whether they are true and fair reflection of the institute financial position. The submission of Income Tax returns are being carried out regularly each year. So far there have been no major findings / objections. Minor errors or omissions commission, when pointed out by the audit team are immediately corrected/ rectified precautionary steps are taken to avoid recurrence of such errors in future. There are no audit objections since the institution follows an efficient system of internal controls like no expenses are incurred without proper approval or sanction by the Head of various departments Head of the institution. Internal audit is conducted by forming a committee consist of teaching staff from different departments.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
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Nil	0	0
No file uploaded.		

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	LIC from University	Yes	By the Principal
Administrative	No	Nill	Yes	By The Principal

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

College organises Parent-Teacher meetings in the College every year, and feedback and suggestions are collected. Also performance of the students in the overall studies, and his/ her feedback to his parents are shared. Parents are also informed of the career opportunities of their wards and the role of the parents in supporting the students.

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

1. Administrative Training on Typing Skills 2. Yoga Day Observation, 3. ESI for supporting staff
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6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Implementation of Value Added Courses 2. Implementation of Library Software- EasyLib 3. Formation of IQAC committee 4. Use of Biometric as faculty attendance system 5. Implementation of students Online attendance system - Optra 6. Formation of various committees like Hostel Committee, Canteen Committee, Examination Committee, etc
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6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2015	Nill	Nill	Nill	Nill	Nill
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the	Period from	Period To	Number of Participants
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programme				
			Female	Male
Self Defence for Women	17/10/2015	17/10/2015	150	Nill
Womens' Day Celebration	08/03/2016	08/03/2016	41	11

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

Percentage of power requirement of the University met by the renewable energy sources
The college is environment conscious and see to it that the college campus is always kept neat and clean with greenery in the surrounding and also create awareness among the staff and students to save the environment. At the same time the college uses solar water heaters for hot water for its hostel students and use energy saving lights to reduce the electricity bill.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	Nill
Provision for lift	Yes	Nill
Ramp/Rails	Yes	Nill
Braille Software/facilities	No	Nill
Rest Rooms	Yes	Nill
Scribes for examination	Yes	Nill
Special skill development for differently abled students	No	Nill

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2015	Nill	Nill	Nill	Nill	Nill	Nill	Nill
View File							

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

Title	Date of publication	Follow up(max 100 words)
International Yoga Day	22/06/2015	45
International Literacy Day	08/09/2015	31
Guest Lecture on DNA structure Function beyond Watson Crick Model	22/09/2015	95
Blood Donation Camp	05/11/2015	105

Awareness Program on AIDS	01/12/2015	40
Human Rights Program	10/12/2015	25
Independence Day	15/08/2015	40
Republic Day	26/01/2016	48

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

The college strictly follows the rules of the country to make the environment neat and clean. The campus of the college is eco friendly where the use of plastic is banned and use the paper as a eco friendly material. We also keep the saplings planted in the entire campus to save environment. The college uses solar water heaters and use CFL bulbs.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Title of the Practice Improving Teaching - Learning Process 2. Goal a) To ensure the completion of syllabus before the end of semester as per academic plan. b) To motivate faculty to adapt technology in class room teaching c) To improve pass percentage at the university level examinations 3. The context a) In certain cases the syllabus coverage is slow initially and is being hurried and towards the end of the semester. This should be avoided giving enough time to student in comprehending the topics and assimilating the facts. b) Some students are good in use of technology while learning. In view of this it is essential for the teachers to adapt to the latest pedagogic styles and include ICT in class room teaching. It is ensured that all the teachers are updated with the use of ICT for class room teaching. The bridging of the gap between the student and the teacher in the use and comfort of handling varieties of tools available for teaching - learning help them both to learn things faster. 4. The practice a) The academic calendar of events is uploaded on the college website for information of the students. b) The HoDs of each department regularly monitors the timely coverage of the syllabus. c) The HoD conducts regular meetings with teachers and gathers the information needed. d) Assignments, tests and evaluation are conducted frequently to improve performance of students in examinations e) Informal feedback is obtained from students regarding the content delivery by teachers. f) The class rooms are equipped with LCD projectors and network connection to make it ICT ready and the necessary tools for handling the classes. 5. Evidence of Success a) Most of the teachers have adopted modern pedagogic styles and ICT in their classes. b) The study material and PPTs and notes are uploaded in the website www.easyclass.com. c) The syllabus is completed in time with some time for revision. d) Attendance in the classes has increased. e) Witnessed the improvement in results. 6. Problems encountered and Resources required. 1) Initially there was some reluctance by some staff due to lack of computer knowledge. 2) Development of power point presentations in teaching has been hindered due to lack of technical expertise. 3) The demand for ICT resources is increasing and training on latest technology is noted. Title of the Practice: Best Practice - II Making the students worthy citizens of the country Goal • To promote social responsibilities • To inculcate patriotism • To impart value-based education • To bring social consciousness • To promote community

orientation • To contribute to national development The Context: The College aims at initiating patriotism and national pride in the minds of young generation and inculcating ethical and patriotic values among the students. The college has adopted this practice to counsel the students and inculcate those values that are needed to live in a pluralistic society and contribute to national development. The Practice: The institution organizes a number of ISR activities. The activities conducted under the ISR promote social responsibilities among the students and lends a helping hand in transforming into good citizen. Regarding the Women Empowerment, we sensitize the students about the social injustice meted out to women in general. Processions on Anti-Dowry, Female Foeticide have been organized by the ISR wing of our college. In order to inculcate good values among the students value based programmes are organized by a committee especially meant for this. Hence the various steps in creating a feeling of belonging, a spirit of oneness and nurturing everlasting bonds subtly manifests and promotes secularism and social equity. Evidence of Success: The practice has exercised a great motivational influence on the student community. Well-defined value system and love for our culture has given strong roots which inculcates their moral and intellectual growth. It has gone a long way in inculcating a strong sense of ethical values, a genuine concern for our culture and commitment to nationalistic causes. The alumni of the college have made significant contribution in improving the lot of underprivileged sections of society. The college has always been committed to the cause of the Community Orientation and many times students, staff and management have actively participated in the struggle to protect interests of minorities and backward classes including the members who are economically poor from the general category of the locality especially in higher education. Problems Encountered and Resources Required: The college is functioning under affiliation mode of Bangalore University. From the academic year 2004-05 the affiliating university has imposed semester system in its curriculum, the important constraint is from arrangement of time table. A lot of rescheduling and adjustment in time table has to be done to enable all the teachers to meet their respective classes and students to prevent any academic loss. Few students have different attitude in attaining this goal but still the college struggles to identify and motivate them towards moral and intellectual growth.

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

<http://www.brindavancollegeugpg.com>

7.3 – Institutional Distinctiveness

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

Provide the weblink of the institution

<http://www.brindavancollegeugpg.com>

8.Future Plans of Actions for Next Academic Year

Future Plans • To train students to face job interviews • To enrich tutorial classes, remedial classes and Bridge courses. • To motivate the teachers to carry out Research. • To make the feedback mechanism more effective. • To implement development programmes for office staff. • To introduce add-on courses for students • To support all departments to organize community development programs. • To have ICT supported IQAC office • To conduct national Conference.