YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1. Name of the Institution SDM COLLEGE OF BUSINESS MANAGEMENT POST GRADUATE CENTRE FOR MANAGEMENT STUDIES AND RESEARCH

- Name of the Head of the institution DR. SEEMA S. SHENOY

- Designation DIRECTOR

- Does the institution function from its own campus? Yes

- Phone no./Alternate phone no. 08242496080

- Mobile no 9972035330

- Registered e-mail sdmcbm@gmail.com

- Alternate e-mail directorseema@gmail.com

- Address M. G. Road, Kodialbail, Mangalore

- City/Town Mangalore

- State/UT Karnataka

- Pin Code 575003

2. Institutional status

- Affiliated /Constituent Affiliated

- Type of Institution Co-education

- Location Urban

- Financial Status **Self-financing**

- Name of the Affiliating University **Mangalore University**

- Name of the IQAC Coordinator **Dr. Prameela Shetty**

- Phone No. **9886177446**

- Alternate phone No. **08242496009**

- Mobile **9886177446**

- IQAC e-mail address **prameela.shetty@sdmmba.ac.in**

- Alternate Email address **prameelashetty45@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year) https://sdmcbm.ac.in/wp-content/uploads/2023/01/AQAR-2020-2021.pdf

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

- if yes, whether it is uploaded in the Institutional website Web link: https://sdmcbm.ac.in/calendars/

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B+**	**2.61**	**2021**	**16/03/2021**	**15/03/2026**

6.Date of Establishment of IQAC **01/02/2014**

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
SDM college of Business Managemnet Post Graduate Centre for Managament Studies and Research, Mangalore	Student Project Programme 45th Series ies	Karnataka State Council for Science and Technology(	2022-3 months duration	16000

8.Whether composition of IQAC as per latest NAAC guidelines   Yes

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

9.No. of IQAC meetings held during the year   17

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

- If No, please upload the minutes of the meeting(s) and Action Taken Report   No File Uploaded

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

- If yes, mention the amount

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

1. International Conference

2. Faculty Development programme

3.Student Fest -Shresta

4. E- journal

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
1. Improving Student performance in Campus Placement	1. Introduction of ODIN Platform to train students in cracking industry-wise aptitude test
2. Improvement in Quality of Teaching & Research	2. Organised 7 faculty development programs on recent developments in teaching and research
3. Improving Alumni Connections	3. Alumni Connect - Alumni invited as resource persons, guests, mentors, teachers and for job placements in campus
4. Encourageing student research culture	4. Three student research projects received from Karnataka State Council for Science & Technology were successfully completed

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

- Name of the statutory body

Name	Date of meeting(s)
IQAC	10/01/2023

14.Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	SDM COLLEGE OF BUSINESS MANAGEMENT POST GRADUATE CENTRE FOR MANAGEMENT STUDIES AND RESEARCH
• Name of the Head of the institution	DR. SEEMA S. SHENOY
• Designation	DIRECTOR
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	08242496080
• Mobile no	9972035330
• Registered e-mail	sdmcbm@gmail.com
• Alternate e-mail	directorseema@gmail.com
• Address	M. G. Road, Kodialbail, Mangalore
• City/Town	Mangalore
• State/UT	Karnataka
• Pin Code	575003
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Urban
• Financial Status	Self-financing
• Name of the Affiliating University	Mangalore University

• Name of the IQAC Coordinator	**Dr. Prameela Shetty**
• Phone No.	**9886177446**
• Alternate phone No.	**08242496009**
• Mobile	**9886177446**
• IQAC e-mail address	**prameela.shetty@sdmmba.ac.in**
• Alternate Email address	**prameelashetty45@gmail.com**
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NAAC guidelines	
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Name	Date of meeting(s)
IQAC	10/01/2023

14.Whether institutional data submitted to AISHE

Year	Date of Submission
Yes	10/01/2023

15.Multidisciplinary / interdisciplinary

Our Institute has always upheld its vision of developing competencies of people to meet the challenges of business, industry and service sector by focusing on multidisciplinary approach to chistle students. The university curriculum focuses on management and related subjects . Along with us our institute has been offering short term certificate courses on subjects like communication skills, public speaking skills, International

Accounting Standards, Microsoft Office specialist programmes that are interdisciplinary in nature. Also the students have been oriented on life skills like cooking, swimming,self defense through various training programmes. Regular workshops on rainwater harvesting, training by Red Cross on cardiac pulmonary resuscitation, human psychology, social work etc have sensitized students on multidisciplinary topics like Psychology, medicine, science, and fiction .The effort at the institute has always been towards integrating humanities and sciences so to foster learning through an interdisciplinary approach.

16.Academic bank of credits (ABC):

The institute is aware that with the new National Education Policy the system of Academic Bank of Credit will soon be introduced by UGC. The institute is infact making strides to enhance its NAAC grade so that it can register for the ABC under UGC so as to get students the benefit of flexibility in academic programs. Both staff and students at the institute are attending workshops on NEP so as to learn about the same.

17.Skill development:

Though NEP is yet to be introduced in MBA level the institute has in place several Skill
Development Activities which include:
1. Value – based Education: The institute has an MOU with Ramakrishna Mutt that engages students in workshop on righteousness and non-violence. The internship
opportunities provided by the Mutt fosters citizenship value and life skills.
2. Training Programme through Red Cross: Training on Cardiac Pulmonary Resuscitation and Life Skills training, workshop on health and hygiene, diet, drug awareness, women's safety, Mental health issues and Concerns have been organised.
3. Several soft skills programmes have been hosted for students and also certificate course on the same has been offered to students of I MBA.
4. In order to enhance students technical skills Microsoft Certification Programmes have been offered to students. Besides workshop on data analytics, SPSS, Crypto
currency, Stock Market, Investment have been conducted to enhance technical skills.

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

In order to integrate Indian Knowledge System the institute has a

National Integration forum which hosts several cultural programmes and organizes events on days of National importance to promote India's rich culture. The institute annually celebrates Onam, Diwali, Christmas Dandiya(during Navaratri) among others by educating students about the significance of the occasion in various languages. Besides this celebration of Gandhi Jayanthi through hosting interclass competitions and promotion of cultural art forms like Yakshagana, Folk dance, Bharathanatyam are encouraged through the cultural club activities. Singing of `Raghupathi Raghava Raja Ram' song and observing birth anniversaries of National hero's is a unique way of upholding our Indian Heritage.

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

The institute ensures that all courses are offered in tune with the Po s & also PSo & CO s .Efforts are made to use innovative teaching pedagogy so as to meet the objectives of each course. Students participation in study, internships, field assignments, live projects, case studies, fests, factory visit, government research project, student social responsibility activities are different efforts through which our institute focuses on outcome based education.

Course outcomes are evaluated using Formative assessment in the form of Assignments, Quizzes, Class Tests, Seminars/Presentations, Internal assessment, Viva-voce, students' involvement in various programmes including curricular, co-curricular, extra-curricular and also in extension activities. The marks attained in semester examination in each course is also utilised for the evaluation. The consistent good results in semester examination is testimony to the success of the teaching-learning process. The University Ranks and Gold Medals secured by our students in each year is also conclusive evidence to the fact that the programme is well received by our students.

20.Distance education/online education:

The pandemic had enabled the institute to offer courses online. The practiceof using google classrooms for sharing content, assignments and notices which was a practise at the institution even before the pandemiccomplemented the conduct of online classes seamlessly during the pandemic. This system has eveoled over the years and is now being made use of effectively and extensively in all courses. In certain courses self-study concept are taught through online mode. The institute has made it a practice to create college ID's for all students and created

google classrooms for all subjects. In the post-pandemic days students have attended several programmes online and the institute has hostedone international conferences in the online mode each year that has benefitted students immensely.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**48**

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

2.Student

2.1 Number of students during the year	**120**

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

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**60**

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

2.3 Number of outgoing/ final year students during the year	**118**

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

3.Academic

3.1 Number of full time teachers during the year	**11**

File Description	Documents
Data Template	View File

3.2 Number of sanctioned posts during the year	**11**

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	**08**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**30lacs**
4.3 Total number of computers on campus for academic purposes	**120**

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 institution follows curriculum with CBCS and ECS prescribed by Mangalore University.**

- **In addition to this, many certificate programmes on varied areas are offered to the students.**

- **Courses are allocated to faculty members according to their competence.**

- **Lecture plan for each allotted course is prepared by each faculty.**

- Each faculty maintains course files with syllabus, teaching aids, students' assignments, field study projects, Lecture Plan, Attendance Register, Internal and Semester Question Papers and Mark Sheets.

- Students are given compulsory assignments and presentations in each course.

- Various innovative and modern techniques like Google Class Rooms, Flipped Class, Mentee Metre, Telegrams, ED Puzzles, Field Visits, Industrial Tour, Online Quiz, Event Management, Instagram Lives, Digitisation, Recorded Lectures, usage of digital media for submission of assignments are used.

- EERPMS, an in-house software is used to provide reference materials for students on different courses.

- Access to EERPMS is given to the parents through distinct parent login IDs.

- E-books are made available for course contents.

- Various student centric teaching methods like Case Study, Group Discussions, Spot Quiz, Role Play, Simulation are also used by the faculty.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

- An annual calendar in tune with the annual academic calendar prescribed by Mangalore University is prepared at the institute where different curricular and co-curricular activities for the academic year are scheduled.

- The institute has a time table committee which ensures timely delivery of course contentand efficient management of academic programmes throughout the semester.

- In order to ensure the continuous internal evaluation of students, two internal examinations are conducted for each course.

- Viva-voce examination on each course is also conducted at the end of each semester.

- Course related assignments are given to the students and student presentation is made compulsory in all courses.

- In order to imbibe the analytical skills among the students, activities like Budget Analysis and Movie Analysis are made compulsory for all the students.

- For the fresh batch of students to get introduced to the different courses that they would be learning in two years of the programme, bridge course is conducted on varied areas of Management.

File Description	Documents
Upload relevant supporting document	No File Uploaded
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	D. Any 1 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

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

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

1

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	View File
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)

13

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

240

File Description	Documents
Any additional information	**No File Uploaded**
Details of the students enrolled in Subjects related to certificate/Add-on programs	[View File](#)

1.3 - Curriculum Enrichment

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

The syllabus prescribed by Mangalore university itself includes the cross - cutting issues such as Professional Ethics, Gender, Human Values, Environment and Sustainability. In addition to that, the following efforts are made by the institute to address these issues.

Professional Ethics: The university syllabus includes a soft - core course on 'Business Ethics and Social Responsibility' offered to the students during the second semester that enables the students to understand the importance of ethics in their personal as well as in professional life. In order to inculcate the professional ethics among the students, several guest lectures in this area are also organised.

Gender: The institute organises workshops on related topics on gender such as self-defence, gender Equality etc. In addition, the syllabus prescribed by the university includes topics on gender issues in various courses.

Human Values: The bridge course conducted to the fresh students includes human values as one of the topics. To add on to this, the institute celebrates various days of national importance, thereby nurturing the moral, ethical, civic and social values in the students.

Environment and Sustainability:

The institute celebrates the day of National importance as Environment Day through tree plantation in the campus. Usage of plastics are avoided inside the campus. Usage of LED bulbs in all classrooms and conference hall adds on to the environmental protection.

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.	**No File Uploaded**

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

1

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	View File
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Institutional Data in Prescribed Format	View File

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

118

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution	**B. Any 3 of the above**

from the following stakeholders Students Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	https://sdmcbm.ac.in/wp-content/uploads/2023/01/Feedback-analysis-and-Action-Taken-report-1.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	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	https://sdmcbm.ac.in/wp-content/uploads/2023/01/Feedback-analysis-and-Action-Taken-report-1.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

120

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

60

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

RESPONSE: At admission time each year, the institute strives to attain systematic allotment process. It checks to incorporate an equal proportion of advanced & slow learners in each class. Orientation & bridge courses lay a strong foundation of learning. Continuous monitoring, evaluation and mentoring is also done.

Assessment of students is done on following parameters:

- Internal assessment examinations

- Practical/Theoretical Assignments

- Student Presentations

- Classroom Involvement

- Viva Voce

- Involvement in Extension Activities

Special programs organized for all students include:

1. Orientation

2. Bridge Course

3. Mentoring

4. Counselling

5. Guest Lectures

6. Workshops

7. Career Guidance

8. Pre-Placement Training

9. Certificate Courses

10. Student Consortium Leadership Roles

11. Involving students in community service through SSR.

Strategies for Advanced Learners:

1. Participation in National/International Conferences & Seminars

2. Research Paper Presentations in external Conferences & seminars

3. Developing Report writing Skills

4. Facility to borrow extra ten books from the library

5. Student Teacher Activity

6. Individual Presentations

7. Designing invitations

Strategies for Slow Learners:

1. Remedial classes

2. Personal Coaching

3. Individual Mentoring/Counselling

4. Group Assignments/Presentations

5. Role Play, Group Discussions etc.

6. **Field Work in Teams**

7. **Extension Activities**

8. **Language Labs**

9. **Internal Research paper presentations**

10. **Value Addition activities**

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

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

Number of Students	Number of Teachers
240	**11**

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

RESPONSE: All round development of students has always been at the centre of all activities at our institute. Accordingly, we strive to design a teaching pedagogy that motivates students to participate in various curricular and co-curricular activities. In addition, the institute has been making strenuous attempts at designing and implementing new systems to amplify the learning experiences.

Various experiential learning, participative learning & problem-solving methodologies incorporated in the teaching-learning process are:

1. Compulsory Summer Internships

2. Paid Internship Opportunities

3. Projects

4. Guest Lectures

5. Workshops

6. Group Discussions

7. Debates

8. Developing Report writing Skills

9. Quizzes/Puzzles

10. Use of tools such as Mentimeter, Ed Puzzle etc.

11. Google Classroom/Meet/Drive/docs/sheets etc

12. Organising Fest & Conference

13. Factory Visits

14. Field Study

15. Bridge Course

16. Pre-Placement Training

17. Involving students in community service through SSR.

18. Student Teacher Activity

19. Research Paper Presentations

20. Designing invitations

21. Role Play, Group Discussions etc.

22. Value Addition activities

Online Learning:

1. **Online classes through Google meet platform**

2. **Flipped Classrooms**

3. **Use of Audio-Visuals**

4. **Use of YouTube videos**

5. **Online presentations**

6. **Recording of presentations and Self-assessment**

7. **Online competitions & activities**

8. **Organizing International E-Conference**

File Description	Documents
Upload any additional information	**No File Uploaded**
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

RESPONSE: Necessary infrastructure has been installed at the institute for smooth access to the teaching-learning process. Some of the ICT enabled tools used are: Desktops, Projectors, Printers, Photocopiers, Scanners, Pen drives, DVD's, etc. LCD projectors are installed in all the classrooms and teachers use the same as a teaching aid. Laptops and desktop computers are available for effective teaching - learning process. Good speed Internet connection of 150mbps is available at the institute which enables both teachers and students to access the web at all times. This enables them to gather information on latest trends, innovative teaching methodologies and research. What's app is extensively used to keep in constant contact with students and clarify doubts.

Systems available at the institute are:

1. **Use of multimedia through ICT.**

2. Learning Resource Centre with 10 desktops.

3. Exclusive Computer Laboratory.

4. Books, Journals, Reference Materials and other E-Resources.

5. Internet and Wi-Fi.

Use of ICT by teachers include the following:

1. PPT,

2. Online Videos,

3. Video cases,

4. Movie Clips,

5. Google classroom/ meet/ drive/ docs etc.

6. Apps like Kahoot, Mentimeter etc.

7. Flipped classrooms,

8. Activities/competitions conducted virtually.

9. What's App

10. Instagram Live

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

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

2.3.3.1 - Number of mentors

11

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

11

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	View File

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

05

File Description	Documents
Any additional information	View File
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

117

File Description	Documents
Any additional information	View File
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.

RESPONSE: The institutes calendar contains the internal assessment schedule and is intimated to students at the beginning of the semester. During the orientation process Director of the institute explains the examination pattern, grading system and assessment process in detail. The same is also discussed by the class advisors, along with criteria for evaluation, in class and doubts if any, are clarified at the initial stage itself.

The process for conduct of examination is as follows:

1. Notice of examination at least a week in advance.

2. Two internal examinations are conducted per Semester/couse/semester.

3. Teachers discuss the question paper in the class after the completion of internal examination.

4. .Retest is conducted for those students who were absent due to genuine reasons.

5. Internal marks are calculated based on various parameters, at the end of each semester. The same is informed to students and any grievances are addressed by the individual teachers at this level.

6. Once the marks are finalized it is forwarded to the college office and a consolidated list is further displayed on the notice board. A second chance is given to students to voice grievances if any

7. **The final marks once agreed upon is forwarded to the university, after perusal by the Director.**

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

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

RESPONSE: The institute follows a transparent approach and all information related to internal examination evaluation and assessment is divulged to students during the orientation process and is further explained by the Class Advisor during the first class itself. Additionally, they may approach the examination in-charge (administrative level and the faculty level from time to time in case of any doubts or grievances).

The process for dealing with examination related grievances is as follows:

1. **Students may approach course teacher regarding grievance.**

2. **They can approach the examination in-charge.**

3. **Director may be approached in case the grievances are not resolved by the examination in-charge.**

4. **Mentoring sessions are held in the week following examination in order to facilitate students to discuss their performance in the examination with their mentors and seek help for improvement.**

5. **Faculty members upload the marks on to an excel sheet which is shared with the office and students for perusal. Grievances, if any are addressed at this level too.**

6. **Grievance Redressal Cell may be approached.**

7. **The final internal marks sheet is signed by the students, after resolving any such grievances, which is then forwarded**

to the University.

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

2.6 - Student Performance and Learning Outcomes

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

RESPONSE: The Programme outcomes are displayed on the Institutional website and oriented to the students and also their parents in general during their admission process and orientation.

The Course outcomes for the courses under MBA program as designed by Mangalore University, are stated in the university website and institute website.

The course outcomes of the certificate courses offered by the institute are printed on syllabus copy and published on institute website for perusal.

The teachers clearly acquaint the students about the competencies expected to attain by them, by briefing the objectives and course outcomes of each course during the introductory class to understand its relevance; thereby striving to accomplish the institutional goals and ideals.

The consistently high pass percentages secured by our students, award of University Ranks and Gold Medals, astounding performance of the students in co-curricular and extra-curricular activities, involvement in wide-range of extension activities , paper presentation competition, management fests and community outreach programmes are evidence to the attainment of Course/Programme outcomes.

The learning objectives and outcomes are stated in the Teacher's Lesson Plan which is available in the Lecture Plan Book maintained by each teacher/semester and learning notes modules of EERPMS softwareof the institution.

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

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

RESPONSE: At our institute, the programme outcomes and course outcomes are evaluated based on the following parameters:

Four distinct parameters are used to test the attainment level of Programme outcomes which is based on teacher evaluation of students.

Course outcomes are evaluated using Formative assessment in the form of Assignments, Quizzes, Class Tests, Seminars/Presentations, Internal assessment, Viva-voce, students' involvement in various programmes including curricular, co-curricular, extra-curricular and also in extension activities. The marks attained in semester examination in each course is also utilised for the evaluation. The consistent good results in semester examination is testimony to the success of the teaching-learning process. The University Ranks and Gold Medals secured by our students in each year is also conclusive evidence to the fact that the programme is well received by our students.

Course outcomes of each course is mapped and correlated with the four program outcomes. Higher the correlation, stronger the relation between the course outcomes and the program outcomes. The course outcomes having average of 3.5 and above out of 5 are assigned the highest. Most of the students fall in this group and thereby fall in the Level one category.

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

117

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://sdmcbm.ac.in/wp-content/uploads/2023/02/SSS-2022.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)

1.3

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

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

3.1.2.1 - Number of teachers recognized as research guides

0

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

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

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

1

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	View File
Paste link to funding agency website	https://sdmcbm.ac.in/wp-content/uploads/2023/02/3.1.3-Links-of-Funding-Agencies.pdf

3.2 - Innovation Ecosystem

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

In order to foster innovation & creativity among the students, several cells have been put in place.

1.Research Cell:

- **The cell encourages students to present & publish their research papers in various conferences. Worthy student research papers are published in the institute's e-journal.**

- **Various Research related workshops for students were organized.**

2. Entrepreneurship Development Cell:

- Programs Under Entrepreneurship Development Cell:

- Two Day National Level Seminar was organized on the theme "Preparing for a Journey on Entrepreneurship" by the ED Cell in Association with Branch MSME Development Institute Ministry of MSME, Govt. of India, Mangalore.

- Students Participated in a workshop themed "Be An Entrepreneur, Be An Employer" organized by District Industries Centre (DIC) to foster their entrepreneurship aspirations.

- Various entrepreneurs from different spheres of life were invited to share their knowledge and wisdom and to encourage innovation & start-ups.

3. IPR cell:

- Programs organized under IPR Cell:

- Workshop on IPR was organized in association with VKR Legally to create awareness on how innovations can be safeguarded.

4. Programmes fostering creativity and innovations.:

- An intercollegiate management fest named Shreshta was conducted for the PG Students to encourage creativity.

- An Intercollegiate Cultural , Sports and Entertainment competitions were organized for UG Students.

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

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

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

13

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

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

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

0

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

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

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

3

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

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

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

22

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

3.4 - Extension Activities

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

Sl. No.

Activities

Impact on students

1.

Jail Visit

Interacting & understanding the pain and sufferings of the prisoners

2

Awareness Drive on Online Fraudulent Activities

Creating awareness about online frauds

3

Alzheimer's month Inauguration

Sensitizing towards problems of elderly and Alzheimer's disease

4

Quiz and games for school children

Mingling with younger generation & understanding them

5

Awareness about keeping the environment clean

Spreading awareness about cleanliness

6

Employee Safety awareness

Awareness about need for one's safety

7

Visit to palliative care

Understanding the pain and suffering of the chronically ill and the psychological effects on their caretakers

8

Alzheimer's month Conclusion

Students at the instituted created awareness through a skit titled 'Elderly Safety' played at Town Hall Mangalore

9

Awareness program on cyber fraud

Creating awareness among local vendors in Mangalore city about cyber fraud

10

Visit to old age home

Sensitizing students towards old age and their age related problems

11

Conducting programmes for inmates of Shraddhananda Seva Ashram

Sensitizing students towards children affected with HIV

12

Roto quiz

Organising skills, developing leadership skills, encouraging the youth and children to participate in positive healthy activity like Quiz and spelling Bee

13

Spell Bee Competition

14

Vaccination drive

Organising and managing the vaccination drive and helping the society fight covid.

15

Sharing is caring campaign

Experiencing the joy of sharing with the needy

16

Beach Cleaning

Protecting our environment

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

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

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

0

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

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

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

3

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 during the year (Data Template)	View File

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

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

235

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

3.5 - Collaboration

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

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

5

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

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate

houses etc. during the year

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

19

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	**No File Uploaded**
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.

There are 7 classrooms which are spacious, well furnished, equipped with LED Bulbs, Wi-Fi, audio systems and LCD projectors. There is an additional Air Conditioned Conference hall with cushioned Chairs, facility for multimedia and LCD projector whish has a seating capacity of 180 persons. Institute's Auditorium is spacious and can accommodate about 800 persons. All information related to placement activities are made available in the Placement Centre. Counselling Centre is used for conducting placement Interviews, counselling related activities for students, group discussion activities, Governing Council meetings etc. Staffrooms and Faculty Lounge is Air conditioned, Wi-Fi enabled with two computers & a printer. Office is well furnished with all modern facilities like computers, printers, scanners, broadband internet facilities. Library is automated which uses EERPMS software. Library is well stocked with numerous management related and social science books, journals, magazines, newspapers, e-book collection. It also provides remote access to the data base. Computer Laboratory consists of 120 computers with internet facility. Students are facilitated with In-house Reprography centre for taking photocopies and print outs. There is Learning Resource Centre with 12 computers and internet connection for students usage for viewing recorded lectures, language lab activities, assistance for scholarshipsetc.

File Description	Documents
Upload any additional information	**No File Uploaded**
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.

Facilty for outdoor sport like:

- **Kabbadi for Men**

- **Badminton for men & Women**

- **Football for Men**

- **Throw Ball for Men**

Facility for Indoor sports :

- **Chess for Men & Women**

- **Carromfor Men & Women**

- **Table Tennis for Men & Women**

Several accolades won by the students in sports at national level.

Spacious Auditiorium for teaching and practising Yoga:

- **Celebration of International Yoga Day.**

- **Workshop on Yoga for all the teaching and non- teaching staff**

- **As a part of Yoga Day Celebration in 2022 Creative Video Making Competition was organised for the students..**

- **As a part of Yoga day Celebration in 2021 Mr. Pavan K Upadhyaya, II MBA Student performed different yogasanas**

under the guidance of yoga guru Mr. Karunakara Upadhyaya which was pre-recorded and broadcasted through google meet platform on 21st June 2021 to the students of I MBA & II MBA. All the students had to perform yogasanas as per the instructions given by the Yoga guru Mr. Karunakara Upadhyaya in this pre-recorded video

A/C conference hall, Auditorium and Open ground for Cultural Activities:

- **Under Graduate cultural fest organised**

- **Institute organises "Sanketah" annual College day were in students are given an opportunity to exhibit their cultural talents.**

- **During the current year Ms. Bindiya has successfully completed her Vidhushi in Barathanatyam.**

File Description	Documents
Upload any additional information	**No File Uploaded**
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.

8

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://sdmcbm.ac.in/wp-content/uploads/2023/02/4.1.3-upload-new_organized.pdf
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)

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	**No File Uploaded**
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)

Our institute library runs on In-house EERPMS software.

Library Timings -Monday to Saturday - 8.30 am to 6.00 pm

LIBRARY COLLECTIONS:

Books – No- of Volumes

6275

Books – No- of Titles

1662

Donated Books

1037

Journals –No of Journals (National 34, International 24)

58

Newspaper- Total No News Papers

12

CD- ROM

626

LIBRARY SERVICES

1.Circulation/Lending Service: Issue and Return of books are electronically maintained. Each student is eligible to borrow 5 books and each staff 15 books at a time.

2.Reference Service

3.SC/ST Book Bank Service

4.D space: Digital data bank Consisting of e- text books & Question Papers of Semester exams.

5.WEB OPAC Service: Online catalogue of books through which author, title, subject and publisher wise search is possible, which makes the search for the books easier.

6.National Digital Library registration of all staff and students.

7.Reprographic Services: Photocopy facility is provided for students at concessional rate and faculty at free of cost

8.Remote Access: facility is made available accessing reputed journals

File Description	Documents
Upload any additional information	**No File Uploaded**
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-** | A. Any 4 or more of the above |

books Databases Remote access toe-resources

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)

5.56559

File Description	Documents
Any additional information	**No File Uploaded**
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

99.19

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

. The various initiatives for update of IT infrastructure includes:

1. EERPMS software - Academic & Administrative functions are automated through EERPMS software. New modules are introduced for example change in the software which enables scheduling of IQAC meeting through EERPMS. It has also facilitated the students to log in to their individual profiles using login id and password & access the subject materials from any place, thus enabling seamless learning.

2. ODIN Self Learning Platform- An online self-learning platform, which enable the students to practice series of online aptitude tests on different industry such as Banking, IT, Manufacturing etc.

3. Upgrade of Wi-Fi- Contract with the vendor andspeed augmented from 100 mbps to 150 mbps.

4. Institute has hosted International E- Conference, online Guest lectures and online competitions forstudent benefitmaking best use of Google platform tools in the learning process.

5. Microsoft excel-Institution has taken Initiative to train its faculty and students in Microsoft office. As a step ahead the institution has signed MoU with Microsoft authorised partner to provide Certification Programs .

6. Institute YouTube Channel- Major events of the Institute like National Conference , Shreshta- Inter collegiate fest & Convocation are live broadcasted in Institute YouTube Channel.

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

4.3.2 - Number of Computers

120

File Description	Documents
Upload any additional information	**No File Uploaded**
List of Computers	<u>View File</u>

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	<u>View File</u>

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)

8.09354

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts	<u>View File</u>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<u>View File</u>

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

The institution has a well-established procedure to maintain, utilize physical, academic and support facilities through the following measures:

Campus Manager appointed by the management to take care of the entire campus who administers the housekeeping, Security, lift operation, garden, repairs & refurbishment needs of the

institution. The day-to-day maintenance work is carried on by housekeeping staffwho clean the classrooms, corridor, toilets, faculty room, office on daily basis and other facilities on alternate days. Annual Maintenance Contract (AMC) system for Lift, AC, Generator and PC's have been put in place. CCTV Cameras have also been installed both inside and outside the campus building. Toensure proper utilization of physical facilities signboards have been put at various places in the campus including wash rooms, corridors, conference hall to remind the students on utilisation of energy resources sparingly. Parking rules are in place whereby students are not allowed to come in four wheelers inside the campus. The college ground and basement are used for parking student and faculty vehicles respectively. Policy documents on Green campus ,Environment & energy usage has been developed to encourage the students to develop habits that help in energy conservation thereby protecting planet earth.

File Description	Documents
Upload any additional information	**No File Uploaded**
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

158

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
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

28

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	https://sdmcbm.ac.in/wp-content/uploads/2023/02/5.1.3.pdf
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

237

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

237

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	View File
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

80

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

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

5.2.2.1 - Number of outgoing student progression to higher education

02

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

34

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

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.

4

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 unive rsity/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)

- **The student council of the institute fosters leadership qualities among students through formation of student's consortium**

Functioning:

- **Institute provides equal opportunity to students to file nominationfor the post of Consortium President and Vice president**
- **Nominations filed by the students are scrutinized and eligible applicants are shortlisted**
- **Shortlisted candidates will present the series of activities planned for the academic year**
- **Faculty members will elect the candidates for the position of Consortium President and Vice - president .**
- **Various committees are formed under the consortium for which the student representatives from both Ist and IInd year are selected based on their preferences and capabilities.**
- **Plan of action for the academic year is chalked out collectively by the student and faculty in-charge of**

respective committees.
- The consortium begins with its installation followed by inauguration of various Cells, Clubs, Committees and Forums. Series of activities planned under the Consortium will be presented during the consortium installation.
- interclass competitions are hosted by the student consortium committess annually
- Students also have representation inIQAC,Statutory committees,Governing CouncilandAcademic Councilof the Institute to create conducive environment and ensure progressive development
- The flagship event of consortium is Annual Day "SANKETAH" and the Student Consortium dissolves for the year with hosting of Annual Graduation Day.

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

51

File Description	Documents
Report of the event	**No File Uploaded**
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 institute has its actively functioning registered Alumni Association which was formed with an objective to reconnect Alumni back to college and create better network

Alumni as guests help students gain hands-on experience through sharing of expertise and update recent trends thereby contributing to the well-being of students and Alma Mater.

Panel Discussion-ALUMNI INSPIRA "Crafting way for Success" was the special feature under Alumni Forum this academic year which focused in bringing Alumni from different avenues with expertise showcasing current batch of students various avenues for career growth.

Alumni spread across the Globe are virtually reconnected and their overwhelming contributions are seen through their involvement in virtual workshops as Resource persons, Alumni Guests for International E –Conference and Alumni in Placements

Alumni contribution:

Alumni Mr.Nagaprasad of 2012-13 has instituted Gold Medal for Top scorer in Financial Management

Alumni Mr.Saiheel Rai of 2012-2013 batch has instituted 2 pure Gold Medal (22k) to students who have shown exemplary achievements in the field of Sports and Culturals

The institute has continuous association with its Alumni through organisation of programmes like Alumni Faculty, Alumni Invited as Judges for National Level Fests and co-curricular competitions , Alumni Dandiya Celebrations among others

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)	D. 1 Lakhs - 3Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision

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

Mission

1. To bring professionalism in all spheres of life.

2. To encourage competitive spirit for organizational excellence with patriotism, modern outlook, positive attitude towards life personal integrity, hard work and honesty in public life.

3. To develop leadership, entrepreneurship quality with right moral and social values.

4. To provide exposure to global business and industry.

The institute is managed by SDME Society®, Ujire under the President Padmavibhushana awardee Dr. D. Veerendra Heggade, Vice President and two secretaries.

There is a governing council body which consists of representatives from the management, industry, society, faculty and other stakeholders. The Director is the head of the institute. All faculty members are involved in all institutional bodies like governing council and IQAC.

File Description	Documents
Paste link for additional information	https://sdmcbm.ac.in/about/vision-mission/
Upload any additional information	No File Uploaded

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

The Honorable President of our institute has instilled decentralization, which is delineated through various bodies that ensure participation of management. There is a Management Council at the SDME Society to guide us in attainment of its vision.

- IQAC drafts action plan and strategic plan for the institution, seeking inputs from staff and students. The plan is presented annually at the HOI's meeting seeking approval from the President.
- The IQAC monitors the execution of the approved activities.

Case Study: After the pandemic the student consortium members had a request to restart the Graduation Day celebration. The request from the student consortium was proposed in the IQAC meeting. The

Director conveyed this to the managementand got the budget approved for the same. The Graduation Day was organized in the amphitheater of SDM School. Mr.Vasudev Kamath, VP, Development Centre Head, Infosys, Mangaluru was the Chief Guest. Dr.Satheeshchandra S Secretary, SDME Society and Dr.Seema S Shenoy, Director SDM PG Centre were present during the programme. Graduation certificates were given to all the graduands and the rank holders were felicitated with 7gold medals donated by Alumni and other Philanthropists.

File Description	Documents
Paste link for additional information	https://sdmcbm.ac.in/student-consortium/
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Sl.No

Strategic Plan

Completed

Ongoing

Yet To begin

1

Creating an interactive and Robust website

?

2

Being recognized as Research Centre

?

3

Upgrading faculty knowledge through certifications

?

4

Doing minor and major research projects

?

5

Seeking funds for Research and Development

?

6

Industry Academia Nexus

?

7

Increasing Extension and Collaboration activities

?

8

Building alumni ties

?

9

Value added Programmes

?

10

Infrastructure augmentation

?

Case :

The second Strategic Plan being recognized as Research Centre is achieved successfully. The draft request was approved in the IQAC and by themanagement. The institute applied for research centre status tothe Registrar and Vice Chancellor of Mangalore University.Universiy inspection committee visited the institute and iafter due perusal of records and documents recommended for grant of research centre, which was dly approved by the university in the syndicate meeting and duely intimated the institute in the month of November. 2022.

File Description	Documents
Strategic Plan and deployment documents on the website	**No File Uploaded**
Paste link for additional information	https://sdmcbm.ac.in/wp-content/uploads/2023/01/Strategic-Plan-1.jpg
Upload any additional information	**No File Uploaded**

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 institution is managed by the SDME Society® which is headed by the President Padhmavibhushana awardee Dr. D Veerendra Heggade, two Vice Presidents and two Secretaries. At the institution level the Director is the torch bearer who executes the strategic plan as per the guidance of the management. There are various statutory committees comprising of members from teaching staff and students who facilitate transparent administration. There are 27 clubs/cells/committees under the student consortium wherein all the activities are organized by the students under the guidance of the faculty members. The administrative-staff play a supportive role in the administration.

Document

Weblink of organogram

https://sdmcbm.ac.in/wp-content/uploads/2022/01/Organogram.pdf

Link to service rule book

https://sdmcbm.ac.in/wp-content/uploads/2020/01/service-rule-book.pdf

File Description	Documents
Paste link for additional information	https://sdmcbm.ac.in/wp-content/uploads/2022/01/Organogram.pdf
Link to Organogram of the institution webpage	https://sdmcbm.ac.in/wp-content/uploads/2020/01/service-rule-book.pdf
Upload any additional information	**No File Uploaded**

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	View File
Screen shots of user inter faces	View File
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

- **SDM Co-operativeSociety provides facilities like personal loan and housing loan at low rate of interest to the members.**
- **Most of the employees are shareholders of SDM Cooperative Society.**

- **Both teaching & non-teaching staff is entitled for annual increments like provident fund, gratuity, maternity leave (paid leave for 6 months) and ESI benefits as per norms.**
- **The teaching staff is provided 45-days' vacation, 15 CL and 10 EL in an academic year.**
- **The non-teaching staff is provided 15 CL and 30 EL per year.**

- **Encashment of EL facility is given by paying one-month salary as per norms.**
- **FDPs/ training programmes are conducted to teaching and non-teaching staff on personality development aspects and domain knowledge.**
- **Research funds are allotted for every staff member for attending conferences**
- **The management pays Rs.5000 as delivery expenses for up to two deliveries.**
- **The management gives interest free housing loan to non-teaching staff for construction of first house.**
- **There is concession in school fees for the employee's children in any of the SDM Institutions.**
- **Employees are given interest free salary advance.**
- **Free Wi-Fi facility on campus and domain email addresses to all staff members.**
- **Kiosk and Canteen facilities are provided in the campus.**

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

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

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

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<u>View File</u>

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

07

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

8

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 institution has a mechanism of Performance Based Self Appraisal (PBSA)for both teaching and non-teaching staff.

- STUDENT FEEDBACK:The student's feedback is taken at the end of each semester by the management. Each teacher gets individually evaluated. Areas that need improvement are recommended by the management to enhance teacher performance.
- PERFORMANCE BASED APPRAISAL SYSYTEM FOR TEACHING STAFF :There is in-house software based appraisal system introduced by the management in which few appraisla parameteers have been incorporated based on sufggestions given by various institutional committee recommendations.The output of this system enables the individual faculty member to assess their position and enables them to plan for the successive year in performance enhancemnet .
- SELF APPRAISAL SYSTEM FOR NON-TEACHING STAFF :There is a self- appraisal system for non- teaching staff separately for C-group and D-group employees. The IQAC hasdeveloped aformat which facilitates each employee to self- assess his work on various parameters on a fixed scale. This self- appraisal is evaluated by the Director, thereby giving scope for the employee to identify areas for improovement.

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

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

FINANCIAL AUDIT SYSTEM IN THE INSTITUTE:

- The institute follows a transparent financial management policy. In the beginning of the year annual action plan is drafted along with the necessary budget.
- The budget is prepared by the Directoin consultation with all teaching and non-teaching staff members.
- The proposed budget is forwarded to the SDME Society ®
- The Management meets the Director to discuss the budget and

suggests necessary changes if any . The previous years budget is also assessed in this budget meeting which is an annual exersice.

- The budget then gets approved in the academic council meeting of the management and is sanctioned by the President.
- Various income and expenditure are booked as per the budget.
- All accounts are maintained in the in-house software EERPMS-accounts management module
- Annual internal audit is conducted by the management. If there are any discrepancies, the observations are noted by the audit team and intimated to the Director.
- After the internal audit procedure is completed, the external auditors will audit the statements. CA.Prasanna Kumar,M/s K B Rao Associates company which has qualified Chartered Accountants are the external auditors of the institute.

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

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)

2.1276

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	View File
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

Mobilisation of funds:

Funds for our institution was mobilized through

- Tuition fees from students
- Donation from former faculty and philanthropists for proficiency prize
- Donation for gold medals to achievers in academics, culturals and sports sponsored by alumni.
- Sponsorship for UG and PG level management fest.
- Registration fees for national and international conference
- Processing fees for journal publication.
- Penalty to the students for indiscipline.
- Income from reprography centre, learning resource centre which provides internet and printing service at nominal rate to the public.

Utilisation of funds

- Funds are utilised for student activities, factory visit, developmental activities, academic resources, student registration fees for fests and conferencessuch as books and journals and infrastructure development.
- Funds are utilized for staff welfare like conference registration fees to teachers training for non-teaching staff, organizing academic endeavours like seminars and workshops, green initiatives of the college.
- Scholarship is given by the management for deserving and economically backward students
- The Management funds are used for the maintenance of the institution. which includes salary to staff, infrasture maintaininace etc.

At the end of the financial year internal and external auditing is conducted to ensure utilisation and proper accounting of the funds availed.

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

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

IQAC is instrumental in devising all quality enhancement strategies, organizing programmes for the benefit of students, training to teaching and non teaching staff for quality enrichment, promoting research by providing training and organizing FDPs, promoting use of technology by maintaining e-office communication, e-attendance, e- internals and use of EERPMS in academics and administration, feedback analysis etc.

1. Practice I : Paperless Method of maintaining Internal assessment marks:

Google sheet is developed with inbuilt formulas for Internal assessment calculation based on the criteria and policy of the institution. The faculty members will feed in their marks which is accessible to the office. The office staff in-turn can use the same marks to upload in the online portal of the University which is MULinks and UUCMS.

2. Practice II : Transparency in recording student attendance:

The faculty members will have to mark the attendance and hand over the absentee slip within 10 minutes of the commencement of the class. The office staff will enter the attendance in EERPMS through which the parents will get the message through phone if their ward is absent. The students can monitor their attendance status through their login and be informed and vigilant.

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

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

The IQAC of the institute has a robust system for reviewing its teaching learning process with the objective of imparting outcome based education, for which continuous feedback, review and implementation of the quality enhancement suggestions is in practice

Reform No 1. : Learning Notes in EERPMS : Based on the student feedback the contents and relevant video are uploaded in the Learning Notes option of the EERPMS. This system enables the students to go through the contents and understand the class better, They are expected to go through the uploaded contents in advance and come prepared to every class which enablesclassroom discussion and information exchange between students.

Reform No 2: Training on Competitive exam and Banking exam: Based on the request of the students, the IQAC decided to organize a seminar on career in banking sector as well as conduct a training session for students which would enable them to crack Bank exam and other quantitative tests. This training session has increased the placement in the present academic year 2021-22.

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

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

Gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus are given prime importance by our institute.

Various programmes initiated for promotion of gender equity:

- Programme on 'drug addiction and women safety' was organised for students.

- Celebration of National Girl Child Day and Women Empowerment Cell inauguration or the academic year 2021-22 by Dr. Hema Mallya, gynocologist .

- Workshop on Gender Equity and Women Empowerment by Mrs. Kavitha Murugesh, Lawyer.

- Active functioning of committees like Human Rights Committee, Internal Complaint Committee and Grievance

Redressal Cell.

- **Various Workshop and talks on Women's Health was organised:**

- **Dr. Priya Dilraj Alva, assistant professor, NITTE –workshop on Menstrual Hygiene**

- **Dr.Annapoorna, assistant professor, SDMLC- Workshop on Women Empowerment through Law**

- **The women empowerment cell celebrated Women's Day and the male faculty and students organised the programme.**

- **Women Faculty participated in free Bone density check uporganised by KMC on the occasion of women's Day**

- **Proposal to organise national seminar on " WOMEN POLICE STATION/ MAHILA POLICE THANA (WORKING, EFFICIENCY AND EFFECTIVENESS) was sent to National Commission for women.**

File Description	Documents
Annual gender sensitization action plan	https://sdmcbm.ac.in/wp-content/uploads/2023/01/Annual-Gender-Sensitisation-Action-Plan-1.pdf
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://sdmcbm.ac.in/wp-content/uploads/2022/03/7.1.1.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

Solid waste management:

Sufficient dustbins with signages are kept in the campus. The solid waste is segregated in the form of dry waste, wet waste and E-waste and there are three coloured dustbins for management of the waste. The segregated wet waste is shifted to pot compost on a daily basis. Dry waste is handed over to the municipal corporation.

Rearside of printed paper sheets are utilised to ensure reduction of wastage of paper.

Students have successfully completed a project on waste management sponsored byKSCST.

Factory visit to waste management unit 'Material Recovery Facility', Nitte, organised to sensitise students about the need for consciously reducing the generation of waste.

Liquid waste management:

The institute has septic tank and a well maintained drainage system for disposal of liquid waste. Besides the norms relating to disposal of liquid waste of Mangalore city corporation is also followed by the institute.

E-waste management:

The students are informed about harmful effects of e-waste and a dustbin is also placed for safe disposal of E-Waste. Management policy with regard to E-waste disposal is followed for e-waste like computers or fans.

No biomedical waste, hazardous chemicals and radioactive waste found .

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	**C. Any 2 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Any other relevant information	**No File Uploaded**

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. **Restricted entry of automobiles** 2. **Use of bicycles/ Battery-powered vehicles** 3. **Pedestrian-friendly pathways** 4. **Ban on use of plastic** 5. **Landscaping**	**A. Any 4 or All of the above**

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

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

7.1.6.1 - The institutional environment and	**B. Any 3 of the above**

energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

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

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

`C. Any 2 of the above`

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

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

TOLERANCE AND HARMONY TOWARDS CULTURE:

Patriotic singing competitions, March past competition on the theme of National Integration , celebration of traditional day have been in practice to promote cultural harmony among students.

COMMUNAL AND REGIONAL HARMONY:

Institute's national integration forum Commemorates various important days like International Yoga day, National Energy conservation day, National Girl Child Day and festivals like Sharadha Pooja, Onam, Christmas and the students belonging to different racial, communal and regional background take initiative to organise these programmes.

LINGUISTIC HARMONY:

Linguistic abilities of students are fostered by encouraging them write articles for college magazine, participation in various programmes and inter-collegiate competition in various regional languages. Student has sucessfully completed project on tulu culture and practices.

INITIATIVES TAKEN TO OVERCOME SOCIO ECONOMIC DIVERSITIES:

Inclusiveteaching methods that enables multiple modes of engagement and creates various pathways for achievement for students irrespective of any socio-economic diversity is adopted. Mentoring session with students help to discuss learning progress and suggest personalized strategies for improvement. An SC /ST Cell and SC/ ST book bank facility for economically backward students is in place.

Sujnana Nidhi Scholarship under Shri Kshethra Dharmasthala Rural Development Project and SDME Trust scholarship for economically backward students is provided.

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

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

CONSTITUTIONAL OBLIGATIONS

- National festivals like Gandhi Jayanthi, Independence day and Republic day is celebrated every year to uphold and protect the sovereignty, unity and integrity of India. The institute invites the chief guest who have rendered their service to nation and they inspire students with their noble ideals of patriotism.

- E-Quiz on "Dr. B.R. Ambedkar's contribution to making of Indian constitution" was conducted for the students

- The national integration forum invites guests who narrate the selfless sacrifices made by the freedom fighters and students are asked to endure the values of freedom fighters in their future life.

- The core values of the institute has been displayed and it gives importance to develop patriotic spirit among the students.

FUNDAMENTAL RIGHTS AND DUTIES:

- Constitution Day also known as 'Samvidhan Divas', is celebrated under National Integration forum. This year a talk on Fundamental Rights and Duties by Dr. Chandralekha V was organised. Students and staff took pledge and read The Constitution of India Preamble.

- To create awareness about Human Rights, Reel Making Competition on the theme of Human Rights was conducted on the occasion of Human Rights Day.

- International Day against Drug Abuse and Illicit Trafficking was observed to uphold the importance of Human Rights.

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

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

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

The institute's National Integration forum play an important role in arousing the spirit of national integration among students through celebration of various International commemorative days, events and festivals and they are as follows:

Sl No.

Activity

Date

1

National Youth Day

12 January 2021 & 2022

2.

Republic Day

12 January 2021 & 2022

3

Martyrs' Day

31 January 2022

4.

National Safety Day

4 March 2022

5.

Ambedkar Jayanthi Celebration

13 April 2022

6.

Rabindranath Tagore Jayanthi

6 May 2022

7.

World Environment Day Celebration

5 June 2021 & 2022

8.

International Day of Yoga Celebration

21 June 2021 & 2022

9.

International Day against Drug Abuse

26 June 2022

10

International Youth Day

12 August 2021& 2022

11

Independence Day Celebration

15 August 2021 & 2022

12

Onam Celebration

24 September 2021

13

Teachers Day Celebration

(Birth anniversary of Dr. Sarvepalli Radhakrishnan)

5 September 2021 & 2022

14

Gandhi Jayanthi Celebration

2 October 2021 & 2022

15

Sharada Pooja Celebrations

12 October 2021

16

National Integration Day

19 November 2021

17

Celebration of Constitution Day

26 November 2021

18

Human Rights Day Celebration

10 December 2021

19

National Energy Conservation Day

14 December 2021

20

Christmas Celebration

18 December 2021

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	**No File Uploaded**
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.

No. 01

Title of the Practice: HOLISTIC DEVELOPMENT OF STUDENTS THROUGH EXPERIENTIAL LEARNING

Objectives of the Practice:

To facilitate overall development of students through practical learning experiences.

The Context

Students are pushed beyond classrooms for practical learning experiences.

The Practice

Case study, field study, summer internship, event organising, skills imparted by students, factory field and compulsory extension activity.

Evidence of Success

Experiential learning enhanced students understanding of concepts and made them more confident

Problems Encountered and Resources Required

Essential resource for this activity is manpower both faculty and students willingness to participate in activities of these nature have made this practice successful.

No. 02

Title of the Practice: STUDENT SOCIAL RESPONSIBILITY – OBSERVATION OF ALZHEIMER'S MONTH

Objectives of the Practice

To Provide a platform for students to create an awareness in the community about Alzheimer disease.

The Context

Practical exposure of students to the problems faced by Alzheimer patients.

The Practice

Students observe Alzheimer's month, Awareness programmes organised and active participation of students

Evidence of Success

Skit performed by students on "Elderly Safety Issues" gave a message of family role towards safety of Alzheimer patients.

Problems Encountered and Resources Required

Students and faculty volunteer to participate in this activity so problems have not been encountered.

File Description	Documents
Best practices in the Institutional website	**Nil**
Any other relevant information	**Nil**

7.3 - Institutional Distinctiveness

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

.CARVING PATHWAY FOR CAREER DEVELOPMENT The institute has always strived hard to nurture the students and helped themto carve their career path by organising various programmes so that they can enhance their skills and knowledge. At the institute we don't just concentrateon placements but students are shown various career paths to choose for themselves. So we train them to become

entrepreneurs, to apply for government jobs, banking jobs, competitive examination among others.Various programme under entrepreneurial development cell are organised todevelop entrepreneurial instincts among students and prepare them to choose entrepreneurship as their career. Students are also motivated to take up competitive examination through orientations and training programmes onvarious state and central government examinations, banking examinationsamong others. E-commerce and online banking technology continues to expand, tech-savvy individuals will always be in demand. The banking sector in India isalso gearing itself and there is huge career opportunities for students who aspire to become future bankers so keeping in mind various creeping opportunities in banking industry one day seminar on Career in Banking Sector was organised to students and it has helped students who are willingto pursue a career in banking to understand the challenges.

File Description	Documents
Appropriate web in the Institutional website	[View File](#)
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

Future plan of action

1.

Visit to waste Management Unit

2.

Workshop on Self Defence

3.

Celebration of Women's Day

4.

Celebration of Vanamahotsava

5.

Exchange of sapling – Interclass activity

6.

Adherence to Green Campus Policy and Policy document on Environment and Energy usage.

7..

Guest Lecture on Human Values and Professional Ethics

8.

Encouraging students to undertake projects on waste management

9.

To celebrate various national and international commemorative days, events and festivals like Onam, Christmas, National Youth Day, Parakram Diwas, National Voter's Day, Republic day, Independence day, Gandhi Jayanthi, Ambedkar Jayanthi, Martyrs' Day, National Safety Day, World Earth Day, Consumer Rights Day, Ambedkar Jayanthi, Rabindranath Tagore Jayanthi

International Day of Yoga, International Day against Drug Abuse, World Nature Conservation Day, International Youth Day,Teachers Day, Sardar Patel Birth Anniversary

Transport Day, National Integration Day, Constitution Day, Human Rights Day, National Energy Conservation Day and many others.

10.

Women Empowerment cell will be inaugurated on National Girl Child Day.

11.

Awareness programme on Rain water Harvesting