



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>	ACHARYAPATHASALA EVENING COLLEGE OF ARTS AND COMMERCE
Name of the head of the Institution	Dr. C. M. Hanumatharayappa
Designation	Principal (in-charge)
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	08026613705
Mobile no.	9901259939
Registered Email	apseveningcollege@gmail.com
Alternate Email	apsiqac64@gmail.com
Address	Narasimha Raja Colony,
City/Town	Bangalore
State/UT	Karnataka
Pincode	560019

<b>2. Institutional Status</b>	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	A. Sudarshan Kumar
Phone no/Alternate Phone no.	08026613705
Mobile no.	8904330440
Registered Email	suda369@gmail.com
Alternate Email	apsiqac64@gmail.com

<b>3. Website Address</b>	
Web-link of the AQAR: (Previous Academic Year)	<a href="http://apseveningcollege.in/pdf-html/AQAR-2018-19.pdf">http://apseveningcollege.in/pdf-html/AQAR-2018-19.pdf</a>
<b>4. Whether Academic Calendar prepared during the year</b>	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="http://apseveningcollege.in/pdf-html/Doc-pdf/Calendar%20of%20Events.pdf">http://apseveningcollege.in/pdf-html/Doc-pdf/Calendar%20of%20Events.pdf</a>

**5. Accrediation Details**

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.51	2005	16-Sep-2005	15-Sep-2010
2	B	2.51	2015	15-Nov-2015	14-Nov-2020

<b>6. Date of Establishment of IQAC</b>	19-Sep-2005
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**7. Internal Quality Assurance System**

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries

Road safety awareness Programme	08-Aug-2019 1	50
Induction Programme	25-Jul-2019 3	85
<a href="#">View File</a>		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	NA	NIL	2020 NA	0
<a href="#">View File</a>				

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

Yes

Upload latest notification of formation of IQAC

[View File](#)

**10. Number of IQAC meetings held during the year :**

1

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

Yes

Upload the minutes of meeting and action taken report

[View File](#)

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

No

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

National level seminar on National Education Policy on 05/03/2020

State level NAAC webinar organized by English Dept. by A.Sudarshan Kumar as a resource person 18/06/2020 to 24/06/2020

Free medical camp organized by NSS UNIT for students, faculties, parents and public 25/09/2019

Special guest lecture on "women Empowerment: Rights to Property". Organized by women empowerment cell on 28/01/2020

Special lecture on Solar Eclipse Awareness Programme organized by the English Dept on 24/12/2019

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

Plan of Action	Achievements/Outcomes
Promotion of NSS activities.	The college has taken initiative in promoting various NSS activities such as Blood Donation Camp, Medical Camp, Swach Bharath program, Shramadhana program, voting awareness programme and other programmes.
To organize webinar lecture series from all the departments.	The pandemic had affected the regular academic atmosphere of the institution, so to establish a cordial academic relationship with the students the college decided to organize webinar lecture series.
To strengthen the mentoring system for the students.	Student mentoring has always been a best practice of the institution, it is being efficiently and effectively carried out by the institution which has helped the students of evening college. Many students have been benefited by this mentoring system with respect to their academic performance, intrapersonal relationship and participation in cocurricular activities.
To organize national level seminar from the English and social science's department	The IQAC decided unanimously that, the English and social sciences department to organize a national seminar pertaining to academics. The draft NEP was released by the central government and discussions were in the pipeline amongst the academicians hence the college decided to take it up as a predominant topic of discussion for the national level seminar.

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**14. Whether AQAR was placed before statutory body ?**

No

**15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?**

No

**16. Whether institutional data submitted to AISHE:**

Yes

Year of Submission	2020
Date of Submission	28-Jan-2020
17. Does the Institution have Management Information System ?	No

**Part B**

**CRITERION I – CURRICULAR ASPECTS**

**1.1 – Curriculum Planning and Implementation**

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

a. A.P.S Evening College is affiliated to Bangalore University (Bangalore City University) and hence the reopening and all the procedure is followed accordingly. The rules and regulations are framed by the university. The curriculum is planned well in advance before the reopening of the college. This is designed in a meeting where all the staff members of the college are present. Various committees are formed before framing the curriculum. b. As per the initiative of the IQAC committee the curriculum is planned by the departments and the committees. The curriculums further divided in to curricular co-curricular and extracurricular activities and programmes. The heads of the committees and the departments are given free hand and freedom to organize already initiated programmes. An allotted fund from the management as and when, is released for the expenses of the programmes. c. Students representatives are selected and given information about the programmes. Time slots are allotted to various departments as per the schedule and then the programmes are organized keeping in view the resource persons to be invited. The department's and committees further hold meetings with the principal and organize the programme. The guest or the resource person is selected according to suitability. The feedback on the programme is collected from the students orally and sometimes through the feedback forms. Such programmes enhance the academic capability of the students. This in turn helps them in framing their future with good knowledge of the subject. This also helps the students in their performance in the examinations. d. Based on semester wise result analysis of every course corrective measures are suggested by IQAC and bridge courses and remedial lectures are conducted if required. e. Online videos on various topics are uploaded on the college website. f. Teachers are informed about their workload and courses for coming academic year. This helps them to prepare teaching plan. g. Teachers refer to the standard reference books prescribed by University along with latest information available through online and other resources for effective implementation of curriculum. h. Besides the use of conventional method, various other teaching methods like Quiz, Group Discussion, Demonstrations, Debates, PPT Presentations, Role Play, Games, Industrial Visits, Add-on practical's, Open book tests, Assignments, Use of charts and graphs, are used for effective curriculum implementation.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NIL	NIL	Nil	0	NIL	NIL

**1.2 – Academic Flexibility**

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

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NIL	Nil
<a href="#">View File</a>		

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	REGULAR	17/12/2018
BCom	REGULAR	17/12/2018

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

	Certificate	Diploma Course
Number of Students	28	0

## 1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Goods and Service Tax	07/01/2020	28
<a href="#">View File</a>		

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

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nil	NIL	0
<a href="#">View File</a>		

## 1.4 – Feedback System

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

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	No

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

Feedback Obtained
<p>a. In order to endorse continuous growth of the institution and growth of the students, we have laid an active feedback mechanism in place that collects analyses and implements recommendations from the students to make academic improvements of the college. b. Further, Subject level feedback is taken from students to enhance the teaching learning process. The analysis of such feedback is done on an institutional level and in case of any grievance the appropriate department initiates an enquiry and proposes suitable action to be taken by the Principal. Feedback of stakeholders is sought regularly about infrastructure and learning resources for ensuring their satisfaction. c. The alumni of the college provide helpful suggestions on helping the students gain</p>

extra appreciation and improving themselves. 1. Student feedback: overall college functioning and teaching learning process 2. Teachers Feedback (Teaching and Learning Process) – This feedback covers teaching learning process, punctuality, communication skills, approach towards the students, sharing of innovative ideas etc. 3. Alumni feedback: is based on role of the college in the development of student personality and employability and academic excellence. This pertains to asking them how the college has imbibed them in acquiring life skills. 4. Parents feed Back: Parents feedback shall be taken in future about the infrastructure, quality of teaching and about overall satisfaction an ideal stake holder gets is composed in a report and finalised to assess the institution.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	REGULAR	200	43	43
BCom	REGULAR	100	65	65
<a href="#">View File</a>				

### 2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	265	0	9	0	0

### 2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
15	7	4	10	0	2
<a href="#">View File of ICT Tools and resources</a>					
<a href="#">View File of E-resources and techniques used</a>					

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

a. Acharya patha sala evening college has a student mentoring system in place. In the beginning of each session, after the admission process is over, each department is required to assign a teacher mentor to each student of first year. b. Mentors are allotted required number of students based on the feasibility and compatibility. It is also required that the same mentor continues to mentor the student for all the three years of his/her graduation. c. As an example of Mentor Mentee ratio, if a department has 20 teachers and 200 students, then each teacher will be mentor to 20 students. The mentor is required to prepare a list of his/her mentee students and get acquainted with them. d. Mentors conduct a meeting with their mentees once a month or so to discuss their problems and issues. These issues can be related to college infrastructure, academic, non-academic, or personal issues. Mentors identify skill gaps in mentees in order to expand and realize their potentialities. e. Mentoring enables mentees to gain invaluable insight beyond their own education and

experience and gives them the edge with support and guidance. They freely tell their problems either orally or in writing to their mentors, who in turn listen to them patiently and solve their issues as much as possible. Mentors maintain a record of their monthly meetings with their students. f. Although students are free to approach their teachers anytime if any issue is disturbing his/her routine, still, the system of mentor – mentee builds an extra self-confidence and sense of safety among students. g. This whole system leads to a better connection between students and teachers and helps build a friendly and cordial relation between them. Students get a sense of protection because they know that they have someone to go to in case of any eventuality. h. There is always a time constraint with respect to carrying out this system in the evening college and it cannot be done meticulously and systematically as done in the day colleges. But the very essence of this system is imbibed and articulated in our own way to sustain this system as one of the best practices. We will strengthen this further

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
265	9	1:29

## 2.4 – Teacher Profile and Quality

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

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
32	0	32	0	0

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Nil	Nil	NIL
<a href="#">View File</a>			

## 2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	A80	II, IV, VI	28/09/2020	13/10/2020
BCom	C41	II, IV, VI	28/09/2020	13/10/2020
<a href="#">View File</a>				

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

a. Acharya Pathasala Evening college is an affiliated college of Bangalore University and is piloted by the guidelines transferred from university level regarding syllabi, examination and evaluation. a. Acharya Pathasala Evening college is an affiliated college of Bangalore University and is piloted by the guidelines transferred from university level regarding syllabi, examination and evaluation. b. Thus, internal assessment scheme is as per university rules. Bangalore University has a continuous internal assessment system in which each paper of 100 marks has a component of 30 marks of internal assessment and rest 70 marks are allotted for the final examination of that paper. c. These 30marks of internal assessment are designed and bifurcated in such a way that a continuous evaluation of students takes place throughout the semester and marks are given for each academic activity performed. d. Orientation for the newly



admitted students, ethnic day, annual day, guest lectures, industry visits, study tours, seminars, conferences, workshops, alumni and parent's meetings and sports activities find a place in the annual calendar of the college. e. 20 marks out of 30 are assigned for internal class tests conducted and 05 marks for attendance and the remaining 5 marks are awarded by the teacher on the basis of overall performance of student. f. This can be judged on the basis of assignments, presentations, interactions, projects or oral tests etc. g. Presentations are taken on topics related to the syllabi or even on topics other than the main paper to develop the interest of students. Thus, a continuous internal assessment system works throughout the term to evaluate the students on the basis of their day-to-day performance and growth.

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

1. The Affiliated University comes out with an academic calendar of for the year and is circulated to all the colleges. There would be certain fixed programmes to be conducted as per the circulated calendar. But certain programmes depends on the existing situation of the institution where in there would be another calendar of events prepared at the institution level. For example: the university lays down the programme of internal assessment test to be conducted in the year. The institution has a freedom of conducting it according to it's own condition and situation based on the overall functioning of the college. 2. There wouldn't be any specifications to conduct departmental activities and co-curricular and extracurricular activities of the college. It depends on the classes conducted and the time available for conducting such programmes. 3. But over all there would be no hitches in adhering to the calendar of events as planned by the institution to conduct the examination and other related matters.

## 2.6 – Student Performance and Learning Outcomes

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

[http://apseveningcollege.in/pdf-html/Doc-pdf/Po,%20Pso%20and%20Co\\_merged.pdf](http://apseveningcollege.in/pdf-html/Doc-pdf/Po,%20Pso%20and%20Co_merged.pdf)

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BA- A80	BA	REGULAR	25	23	92
B.COM-C41	BCom	REGULAR	52	32	61.54
<a href="#">View File</a>					

## 2.7 – Student Satisfaction Survey

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

<http://apseveningcollege.in/pdf-html/Doc-pdf/Student%20Satisfactory%20Survey%20Report.pdf>

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding	Total grant	Amount received
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		agency	sanctioned	during the year
<b>Nil</b>	<b>0</b>	<b>NIL</b>	<b>0</b>	<b>0</b>
<a href="#">View File</a>				

### 3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
<b>NIL</b>	<b>NA</b>	

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
<b>NIL</b>	<b>NIL</b>	<b>NIL</b>	<b>Nil</b>	<b>NIL</b>

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
<b>NA</b>	<b>NA</b>	<b>NIL</b>	<b>NIL</b>	<b>NIL</b>	<b>Nil</b>

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### 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
<b>0</b>	<b>0</b>	<b>0</b>

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

Name of the Department	Number of PhD's Awarded
<b>NIL</b>	<b>0</b>

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

Type	Department	Number of Publication	Average Impact Factor (if any)
<b>International</b>	<b>COMMERCE</b>	<b>1</b>	<b>5</b>

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

Department	Number of Publication
<b>NIL</b>	<b>0</b>

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
<b>NIL</b>	<b>NIL</b>	<b>NIL</b>	<b>Nil</b>	<b>0</b>	<b>NIL</b>	<b>0</b>

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	Nil	0	0	NIL

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

Number of Faculty	International	National	State	Local
Presented papers	1	5	0	0
Attended/Seminars/Workshops	0	9	0	0
Resource persons	0	0	1	0

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## 3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Medical Camp	NSS	14	131
Blood Donation Camp	NSS	11	53
Distribution of Groceries	NSS	5	10

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NIL	NIL	NIL	0

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
NIL	NIL	NIL	0	0

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## 3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NIL	0	NIL	0
<a href="#">View File</a>			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NIL	NIL	NIL	Nil	Nil	0
<a href="#">View File</a>					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Empowering People Knowledge LLP Bangalore	07/01/2020	Add On Course	28
<a href="#">View File</a>			

## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
5	4.95

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Laboratories	Existing
Video Centre	Existing
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
<a href="#">View File</a>	

### 4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Easylib	Partially	Web Version 6.2A	2015

#### 4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	1428	182655	816	118035	2244	300690
Reference Books	197	31379	0	0	197	31379
e-Books	25	77638	0	0	25	77638
<a href="#">View File</a>						

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	Nil
<a href="#">View File</a>			

#### 4.3 – IT Infrastructure

##### 4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	37	24	12	3	0	5	2	75	1
Added	0	0	0	0	0	0	0	0	0
Total	37	24	12	3	0	5	2	75	1

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

75 MBPS/ GBPS
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##### 4.3.3 – Facility for e-content

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

#### 4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
5	4.95	5	3.5

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

• The APS Evening College ensures the optimal allocation and utilization of the funds for maintenance of infrastructure and purchase of new equipment. The proposal for the same is submitted to the College. • This is further approved by the Principal. The quotations are invited and the equipment is purchased from the vendor with the lowest quote. This is further submitted to the management for approval of the general secretary of the trust. • Our sports Centre and gymnasium provide ample avenues for competitive and skillful physical culture activities. • At the end of the financial year, the TRUST carries out an Internal Financial Audit. The various functions of the College are carried out by the Committees constituted by the College. • The garden is maintained by Garden committee, and the upkeep of library is done by the staff of library and library committee. • The security of the College is maintained by the security guards. • A number of CCTV cameras have been installed to monitor the infrastructure. • The Computer Desktops, Generator and Water Tanks are maintained through the AMC with the respective companies. • Fire extinguishers are installed and are checked every year. ALL THESE FINANCIAL IMPLICATIONS ARE TAKEN CARE BY THE MANAGEMENT

<https://apseveningcollege.in/pdf-html/Doc-pdf/Policy%20and%20Procedure.pdf>

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Cash Prize/ Tri-decennial	15	10200
Financial Support from Other Sources			
a) National	Post Metric Scholarship	25	77220
b) International	No Data Entered/Not Applicable !!!	0	0

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Remedial Class	16/10/2019	20	All Departments
Bridge Course	23/07/2019	60	All Departments

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling	Number of students who have passed in the comp. exam	Number of students placed

			activities		
2019	NIL	0	0	0	0
<a href="#">View File</a>					

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NA	0	0	Nil	0	0
<a href="#">View File</a>					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	15	B.com	Commerce	N/A	M.COM
<a href="#">View File</a>					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	1
<a href="#">View File</a>	

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

Activity	Level	Number of Participants
Tug of war( Men)	Inter College	55
Kabaddi	Inter class	38
Cricket	INTER-CLASS	70
Tug of war( Men)	Inter class	40
Tug of war(Women)	Inter class	18
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## 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
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2019	NIL	Nil	Nil	Nil	Nil	Nil
<a href="#">View File</a>						

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

The institution has a strong cultural wing which organizes cultural activities like inter class cultural programmes and also sports activities for the students. After the induction programme, a meeting would be convened by the principal and various committees are constituted. Each committee is assigned with certain responsibilities of carrying out the activities of their committees concerned.. Cultural Committee spear heads in conducting elections to all the classes on a assigned day. The election prepares with class representatives both among boys and girls. This cultural committee conducts class wise talents day. Then the winners would be given the prizes on the college day programme with special guest being invited. Even the I Q A C committee the representation to students are given.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

0

### CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 – Institutional Vision and Leadership

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

- The College believes in Decentralized governance and Participative management. Teaching and nonteaching staff members share the administrative responsibility of the college and contribute in smooth working of administrative machinery.
- Operational autonomy is given to following units of the college Governing body Staff council Committees constituted by staff council Departments under their respective teachers in charge. The following administrative roles and responsibilities are vested with the members of the teaching staff:
- The Senior teacher: Shares the responsibility of the Principal, as per rules of the University, and is the acting authority in her/his absence.
- Representatives in Governing Body: Two teachers, with more work experience and are members of the GC and are involved in every decision of the body.
- IQAC: Constituted as per NAAC guidelines, includes representatives of parents, teaching, non-teaching staff and students.
- Convenor of Examinations: (Convenor-Exam Committee) Appointed is responsible for smooth conduct and supervision of semester end final examinations in the college.

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

Partial



## 6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	College follows the syllabi designed by the Bangalore University. Faculty members are part of the Board of Studies of the University and Departmental Committees for Curricular Planning and Syllabi design etc and are involved in framing guidelines for their respective courses and maintaining of standards of instruction, curriculum and examination
Examination and Evaluation	The rules and regulations concerning the evaluation process, distribution of marks of internal assessment are displayed on the college notice board. <ul style="list-style-type: none"><li>• The departments hold regular meetings to ensure that the teachers take regular class tests, assignment, presentations etc. Record of syllabi covered every month is maintained by each department.</li><li>• Internal Assessment Monitoring Committee ensures timely uploading of attendance, marks of assignments, tests and projects on College website.</li></ul>
Teaching and Learning	<ul style="list-style-type: none"><li>• The college continuously improves its infrastructure and incorporates new technology, tools and aids, to improve the teaching and learning processes according to its requirements.</li><li>• Some of the Classrooms and the computer lab are equipped with projectors. Wi-Fi is available across the college campus.</li><li>• Laptops are given to students and systems are also available in library to help students prepare their presentations and get access to E-resources.</li><li>• Teaching is supplemented with workshops, educational tours, industrial visits, field trips.</li><li>• National and International Seminars and conferences are conducted.</li><li>• Students participate in festivals, events and research projects.</li></ul>
Admission of Students	<ul style="list-style-type: none"><li>• The institution has a transparent and well-co-ordinated admission system the college prospectus and handouts, provided with the application for admission, are informative. The fee structure is determined by the Management.</li><li>• The Admission committee is always available during admission time to guide applicants to select the</li></ul>

course suitable to them. • The admission process is highly transparent. • Rules and regulations of the University are strictly adhered to. • Each application is processed and verified. • Girl students are given preference. • The college strictly follows the reservation policies of Government of India for admissions

**Research and Development**

Library, ICT and Physical Infrastructure / Instrumentation  
Partially automated Library has bar coded books, Online Public Access Catalogue (OPAC), Braille books, CDs, 5 computers and 1 printer for users. INFLIBNET -E-journal facility ,6000 NLIST, 84 E-journals and 35000 E-books  
Human Resource Management Industry Interaction / Collaboration

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

E-governance area	Details
Finance and Accounts	1. Salary teaching and non teaching staff is transferred directly to the bank account. 2. Tally Software is used for accounting
Examination	Our institution comes under affiliation of Bangalore University. Examination works relating to registration of students in the examination portal, fee payment, Downloading of hall tickets etc from the university portal will be as per the guidelines of Bangalore University. As per university regulations semester exams will be conducted and results will be announced at university portal.

**6.3 – Faculty Empowerment Strategies**

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Deekshith Yogesh	Academic and Administration audit	GFGC Vijayanagar	750
<a href="#">View File</a>				

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

Year	Title of the professional development	Title of the administrative training	From date	To Date	Number of participants (Teaching)	Number of participants (non-teaching)
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	programme organised for teaching staff	programme organised for non-teaching staff			staff)	staff)
2019	NIL	NIL	Nill	Nill	0	0
2020	NIL	NIL	Nill	Nill	0	0
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
QUALITY IN EDUCATION ANA SUSTENANCE OF INTERNAL QUALITY OF THE INSTITUTION	2	26/07/2019	26/07/2019	1
ANVESHAN	1	22/02/2020	22/02/2020	1
<a href="#">View File</a>				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<p><b>Academic Facilities:</b> Dedicated computer rooms in library and staff room with Wi Fi facility and e resources are available for the employees. Leave: Leave rules of the State Govt are adhered to and employees are granted leave as per their entitlement. Credit Cooperative society: A cooperative saving and credit society managed by the staff is successfully running in the college</p>	<p><b>Ward Quota:</b> The college has a quota for admissions of eligible wards of employees. Leave: Leave rules of the State Govt are adhered to and employees are granted leave as per their entitlement. Credit Cooperative society: A cooperative saving and credit society managed by the staff is successfully running in the college</p>	<p>The college provides COMPUTERS and Wi-Fi to the students so that they are able to incorporate the use of technology while learning. Remedial classes, career counselling, and spoken English classes are organized from time to time. The college recommends students for relevant Government Schemes, scholarships, assistance from NGOs and other private organizations. Scholarships are given to meritorious and needy students</p>

**6.4 – Financial Management and Resource Mobilization**

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

College IQAC constitutes committees for smooth functioning of academic, administrative, and financial activities. The external financial audit is conducted in accordance with auditing standards accepted in India

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered / NA	Nil	Nil
<a href="#">View File</a>		

6.4.3 – Total corpus fund generated

0
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## 6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nil	No	Nil
Administrative	No	Nil	Yes	SS Rao Associates

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

1. Parents of one student is on the board of IQAC of the College. 2.They actively participate and give their suggestions in the meetings of IQAC. 3.Parents give suggestions and feedbacks in the Parent Teacher Meeting organized by the College

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

1. Internal Training (Peer to peer) is organized for the support staff. 2. Whenever there are new programmes with respect to technology or skill in the administrative matters, this type of peer to peer training is induced and thereby the support staff are equipped up to the mark. 3. They are informed about the new circulars and orders from time to time ad are advised to take up developmental works to improve their workmanship.

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

1.Salary Hike has been considered and Salary was revised. 2. Proposal towards establishing Language lab is on its way... 3. Full time teaching staff recruited in place of too many part time staff.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2020	National	05/03/2020	05/03/2020	05/03/2020	210

	Level Seminar - New Education Policy				
2020	State level NAAC webinar	18/06/2020	18/06/2020	24/06/2020	111
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## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Special guest lecture on "women Empowerment: Rights to Property". Organized by women empowerment cell.	28/01/2020	28/01/2020	30	20

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

Percentage of power requirement of the University met by the renewable energy sources
Green initiatives have been induced through NSS activities To maintain a clean environment, the college maintains a smoke free and vehicle free campus

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Scribes for examination	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	17/08/2019	1	Medical camp organized by NSS unit of the college	Medical Camp	131

2019	1	1	18/10/2019	1	Blood Donation Programme by N S S	Blood Donation Programme by N S S	53
2020	1	1	24/06/2020	1	Politics of Inclusive Governance	Politics of Inclusive Governance	60
2020	1	1	21/05/2020	1	Webinar on life with covid-19 organised by N S S	Webinar on life with covid-19 organised by N S S	168

[View File](#)

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

Title	Date of publication	Follow up(max 100 words)
NA	Nil	NA

#### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Celebration of 150 of years Gandhi Jayanthi organized by the college on IQAC initiative.	25/11/2019	25/11/2019	80

[View File](#)

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

APS Evening College is steadily working to find new ways to lessen pollution and create a clean and green environment. With this objective The college has huge well maintained paths with plants in the row. These open green spaces absorb carbon emission. 2. The College is a vehicle and smoke free campus. A separate parking area near the sports ground is maintained by the college. 3. The office reuses the paper once used to avoid wastage of papers. Most of the time the office resorts to paper less transactions

### 7.2 – Best Practices

#### 7.2.1 – Describe at least two institutional best practices

**Mentoring system:** Mentoring involves face to face communication and provides psychological support relevant to work, career and professional development. Mentoring is the foundation of a lasting professional network. Mentors identify skill gaps in mentees in order to expand and realize their potentialities. The practice: -

- Each faculty member is the mentor of a group of 20 to 25 students allocated to him/ her by the Head of the Department. Those faculties will continue to be the mentors for the same group of students till their graduation.
- The teacher mentor collects personal information from the ward without touching sensitive issues or forcing any information out of the wards and then provides the needed counselling to the wards.
- Critical issues are brought to the notice of the Head of the Department.
- The teacher meets the wards informally outside class hours as well and guides them regarding their career options.
- When the students enter the college, they get lost in the

crowd with too many students in the same class coming from different backgrounds these students face stress of complex course, peer pressure, and emotional immaturity. Therefore, it is the need of the hour to intervene and introduce mentorship program to this vulnerable group. The teacher mentor will perform the following functions: -

- Meet the group of students at least once a month.
- Keep contact details of students and parents.
- Send letter to parents/guardian for parents meet and also contact parents/guardian if situation demands.
- Continuously monitor, counsel, guide and motivate the students in all academic pursuits.
- Advises students in their career development/professional guidance.
- Keeps contact with the students even after their graduation.
- Intimates HOI and suggest if any administrative action is called for.

Mentoring enables mentees to gain invaluable insight beyond their own education and experience and gives them the edge with support and guidance. Feed-back system is another best practice which the institution has evolved to maintain uniform and elegant education dispensation in the college. Feedback is any response regarding a students performance or behaviour. It can be verbal, written or gestural. The purpose of feedback in the assessment and learning process is to improve a students performance - not put a damper on it. The college has come out with a proforma to distribute it to all the students about the core values of teaching with respect to every subject and every teacher. The questionnaire has been formulated in consultation with the I Q A C Members and students representatives and will be distributed to the students. The marking ranges from 1 to 10 and sometimes 1 to 05 range of scale. This marking based on the present students in the class room would be collected and finally analysed and reported to the principal. If there is any need for improvement, the concerned teacher will be called personally and informed about the corrective measures.

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

<http://apseveningcollege.in/pdf-html/Doc-pdf/Best%20Practices.pdf>

### 7.3 – Institutional Distinctiveness

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

The A P S Evening College is distinct in its own way in several ways. Amongst them is the working towards the poor and the needy of the society. The vision and mission of the institution proclaims that quality education at an affordable cost to socially economically and weaker section of the society to empower them with knowledge. This is followed in true spirit to the student community who come to our college. this institution was started with the sole aim of catering to the needs of the socially and economically weaker section of the society. This has been the core thrust of the institutional distinctiveness which has been followed till now. Evening Colleges are not approved NSS Unit by the Universit as the timings are conditions of the students are not favourable to it. But A P S Evening College has started an NSS Unit totally self- financed and has conducted special camps swachata programmes. This was done with the objective of providing an opportunity to the students of Evening College to do service, know the value of service and also build the confidence in them to face challenges of life by looking at more disadvantaged people than themselves. NSS has received marvellous response by the students and is growing in strength. To provide an experience to the students, experts from various fields are regularly invited for lectures, seminars and workshops. This becomes characteristic feature of our college because the college faces the challenge of engaging employed students who already have an exposure to the outer world. The knowledge base of the students is thus constantly being supplemented. As a best practice, our own students who are talented in certain areas of knowledge,



take to teaching other interested students in special sessions outside the purview of the time-table. To realise the task, the college conducts a number of activities, guest lectures, seminars, competitions etc. The cultural activities of the college supplement to the vision and mission of the college which clearly states that the all-round development of the student is taken care of. The events or the activities of the cultural programme caters to all the students the needs they truly deserve and finds an improvement in their outlook towards society. The sports activities of the college is yet another important segment which is appreciated by many stake holders. All these activities hold a mirror to the vision and mission envisaged by the institution in upholding the values and ethics of the institution.

Provide the weblink of the institution

<http://apseveningcollege.in/pdf-html/Doc-pdf/Institutional%20Distinctiveness.pdf>

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

The present state of affairs of the society is such that the institution has to look at the entire educational scenario with a different perspective. The post covid situation has posed challenges to the entire student and staff of the institution in particular and of the society in general. The plans that are planned and executed should be in accordance with the socio-political situations of the times in which we live. Hence the institution has come out with the following plans to be executed in the coming years. 1. To raise funds from corporate and other philanthropic agencies to provide for the economically backward students with respect to their fees and other needs. 2. To strengthen the use of I C T in the class rooms and also in the process of communication with the students. 3. To strengthen the activities of N S S which is self-financed and also to conduct seminars on co-curricular activities. 4. To inculcate the reading habits in the students by making them library friendly.