



YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	ACHARYAPATHASALA EVENING COLLEGE OF ARTS AND COMMERCE
• Name of the Head of the institution	Dr. C. M. Hanumatharayappa
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	08026613705
• Mobile No:	9901259939
• Registered e-mail	apseveningcollege@gmail.com
• Alternate e-mail	apsiqac64@gmail.com
• Address	Narasimharaja colony
• City/Town	BANGALORE
• State/UT	KARNATAKA
• Pin Code	560019
2.Institutional status	
• Type of Institution	Co-education
• Location	Urban
• Financial Status	Grants-in aid

• Name of the Affiliating University	Bangalore city university				
• Name of the IQAC Coordinator	A Sudarshan Kumar				
• Phone No.	9901259939				
• Alternate phone No.	08026613705				
• Mobile	8904330440				
• IQAC e-mail address	apsiqac64@gmail.com				
• Alternate e-mail address	suda369@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	https://apseveningcollege.in/wp-content/uploads/2022/05/AQAR-Report-2019-2020.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://apseveningcollege.in/wp-content/uploads/2022/05/Calendar-of-Events-2020-2021.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.51	2005	16/09/2005	15/09/2010
Cycle 2	B	2.51	2015	15/11/2015	14/11/2020
6.Date of Establishment of IQAC			19/09/2005		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
NIL	NIL	NIL	NIL	00	
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	01
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	No
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
<ul style="list-style-type: none"> If yes, mention the amount 	
11.Significant contributions made by IQAC during the current year (maximum five bullets)	
A Faculty Development Programme on "Higher Education-Towards a New Philosophy"- 05-03-2021- A two days faculty programme comprising of issues like NEP, Women empowerment, gender issues and ICT * Covid Awareness drive- NSS Activities	
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
A Faculty Development Programme on "Higher Education-Towards a New Philosophy"- 05-03-2021 and 06-03-2021	A considerably large number of participants from our own college and other institutions participated in the day long sessions on varied topics like National Education Policy-2019, Women Empowerment, I C T and Quality Assurance from renowned resource persons.
13.Whether the AQAR was placed before statutory body?	No
<ul style="list-style-type: none"> Name of the statutory body 	

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2020-2021	25/02/2022

Extended Profile**1. Programme**

1.1	02
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2. Student

2.1	93
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	150
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	88
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic	
3.1	11
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	00
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	11
Total number of Classrooms and Seminar halls	
4.2	7,36,517
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	27
Total number of computers on campus for academic purposes	
Part B	
CURRICULAR ASPECTS	
1.1 - Curricular Planning and Implementation	
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process	
<ul style="list-style-type: none"> • Due to the Covid predicament the college was able to complete its academic activities through online mode to the best possible effect. The mode was through recorded calls, voice messages, video sharing, Googlemeet and zoom classes. • The IQAC prepares the academic calendar of the college based on the academic schedule of the University. The concerned departments in consultation with the 	
I Q A C prepare their departmental academic calendars prior to the	

commencement of every academic year. The academic calendar specifies suitable available dates for significant academic and other activities. Based on the tentative examination schedule of the University, the College events are planned and notified in the Academic Calendar.

- The Heads of the departments arrange departmental meetings to distribute and assign the workload. Considering the workload and planning held in the departmental meetings, the syllabus is disseminated as per classes and papers for teaching.
- At the beginning of each semester, a staff meeting chaired by the Principal is held to draft out the semester schedule. The various co-curricular and extracurricular activities to be conducted during the course of the semester with tentative dates are decided for the year.

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

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

- Due to Covid predicament the institution was unable to conduct offline Internal Evaluation. Hence an assignment was given to all the students to assess them for Internal Evaluation and thereby the internal marks was Awarded.
- The college follows its academic calendar for conducting internal examinations. In a true sense, continuous internal evaluation of the students is made by conducting home assignments, tutorials, surprise tests, unit test, open book exam and tests for add on courses are included in the academic calendar and they are implemented at the end of the semester.
- The examination committee works on the openings reserved in academic calendar for internal evaluation and prepares and displays the time-table well in advance. The departments prepare their own teaching plans in their meetings keeping in mind the schedule of internal evaluation as in the academic calendar of the college as well as the additional tests.

Semester Examination and Evaluation procedure is as follows: -

Internal Evaluation

Marks

1

Test-01

10

2

Test-02

10

3

Attendance

05

4

Assignment-written or otherwise

05

File Description	Documents
Upload relevant supporting documents	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

C. Any 2 of the above

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

1.2 - Academic Flexibility

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

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

2

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

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

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

00

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

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

00

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

the year

00

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 College offers two programmes and two add on courses in which each and every issue such as civic sense and responsibility, gender, environment, sustainability and human values are addressed. Naturally, each teacher integrates all these issues as a part of their teaching-learning process. In the traditional faculties like Arts and Commerce, all these aspects are practically addressed. But the university has prescribed the non-core subjects as additional subjects with the main intention of integrating these core values in the students.

• **Non-Core Subjects:** These subjects encompass and integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability through teaching hours and also by way of examination and evaluation for all the semesters of all the programmes.

1 E V S (Environmental Studies)

2 Constitution of India and Human Rights

3 Science and society

4 Personality development

5 Banking and Finance

6 Culture diversity and Society

7 Entrepreneurship and Innovation

8 Value education

Gender Issues:

- Women Empowerment cell of the college organizes programmes on women safety and health awareness.
- Reservation policies, constitutional provisions especially for women, visit to the court, are covered in Political Science

Others:

- The NSS, NCC Women Empowerment Cell and film club- programmes as well as other extension and outreaching activities which are integral to our curriculum create not only awareness about the current pressing national and international concerns like social inclusivity, environment sustainability, professional ethics and gender inclusivity, but also facilitate the participation and collaboration of students in such initiatives.
- In Commerce department, business skills, multifaceted economic and commercial values are incorporated among the students. There is a compulsory paper on Environmental Science in which a detailed analysis is discussed based on the surrounding area.

The following are the prgrams conducted during this period:

- 1) Savitri Bapule Jayanthi - 11/01/2021
- 2) Vishwa Manava Dinacharane - 20/01/2021
- 3) Republic Day Celebration - 26/01/2021

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

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

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

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

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

1.4 - Feedback System

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

C. Any 2 of the above

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

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

D. Feedback collected

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

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

300

File Description	Documents
Any additional information	No File Uploaded
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

98

File Description	Documents
Any additional information	No File Uploaded
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

- At the commencement of every academic year, the college conducts counselling induction programme for newly admitted students. In these sessions, college Principal and the senior faculty members make students aware with their goals and objectives, code of conduct, classroom attendance, examination and evaluation system and the amenities available. Similarly, Commerce department effectively mixes up the theoretical classroom teaching and practical exposure through the YouTube videos.

But this semester year due to covid, all classes were conducted through online mode. Computers, mobile phones and Wi-Fi network of the college were used to conduct the classes for the students during covid.

File Description	Documents
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
98	11

File Description	Documents
Any additional information	No File Uploaded

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

The vision and mission statement clearly states that the entire process of the college is student oriented and focused on their overall development. All stakeholders of the college are well aware about the aspirations of the students because majority of our students come from working class section of society. Apart from 'Chalk and Talk' or 'Lecture Delivery' method, teachers are more focused on the 'conceptual clarity' of their subject. Entire teaching-learning and evaluation process undergoes through all the above mentioned methods.

Major programmes towards these types of learning modules for this academic period are given below-

- Celebration of Constitution day and National Integration Day
- Soft skill Training programme

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

- The A.P.S. Educational Trust takes a keen attention in upgrading and providing all the necessary ICT tools and software for the college.
- All our classrooms, Seminar halls, Conference rooms, Staffrooms, Office, Computer-labs and Auditorium are ICT furnished and Wi-Fi-enabled.
- But this semester year due to covid, all classes were conducted through online mode. Computers, mobile phones and Wi-Fi network of the college were used to conduct the classes for the students during covid.
- We use ICT in almost all the fields such as in online admissions, fee collection, teaching and learning and student evaluation.
- The college has installed separate Wi-Fi unit for the students inside the campus. Further, it has computer lab and language lab with internal LAN. Broadband Leased Line Internet connection is highly useful to function all the above devices

very speedily.

- All our classrooms, Seminar halls, Conference rooms, Staffrooms, Office, Computer-labs and Auditorium are ICT furnished and Wi-Fi-enabled.

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

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.	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
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	No File Uploaded

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

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

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

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)**2.4.3.1 - Total experience of full-time teachers**

11

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

2.5 - Evaluation Process and Reforms

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

- The college attempts to make internal assessment a serious exercise through the following measures:
- Each IA test is conducted like a university examination in terms of printed booklets, printed question papers, proper room allotment and invigilation.
- The tests are of 90 minutes' duration. Each IA question paper is for 30 marks to be reduced to 10. This is to give students greater exposure to university examination type questions.
- Internals Was Conducted In The Month Of December 2020 Which Was Again Due To Covid Could Not Meticuouly Done As Some Of Our Students

Were Affected By Covid.

No Such Notable Internal Assessment Activities Could Be Organised Due To Covid -19 And Will Resume As Soon As Things Get To Normalcy.

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

- The examination related grievances of the students are addressed at the college level and University level depending upon the necessity of the grievances.
- Grievances associated with the internal assessment are handled by the examination section of the college whereas grievances related to the external assessment are forwarded to the Bangalore City University, Bangalore.
- College follows the guidelines laid down by Bangalore City University, Bangalore for redressal of grievances.

No such grievance was found in this period.

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

2.6 - Student Performance and Learning Outcomes

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

• The academic learning effectiveness of all the programs and courses merely depends on the PO and CO. The college has generally developed its PO and CO with an outstanding view to the all-inclusive mission and areas of each program. The PO's and CO's are carefully enlisted for all the UG and PG Programs following the discussions with all the professionals and stakeholders.

• The Programs offered by the college provide to the multifaceted interests and talents of the student community and also at building the human resources inevitable for the society and nation.

• Thorough discussion is made in the each IQAC meeting which later recapped at departmental level to the teachers as well as to students. The possible ease or difficulties in the attainment of these outcomes is also considered.

The program outcomes and course outcomes are accurately designed in order to impart validated knowledge and skills which is crucial for building students' competence and personality based.

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

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

- Student Feedback on Curriculum is obtained and the same is shared with the departments so that their feedback is discussed and relevant changes if any are made.
- Course outcomes are measured through the performance of the students in the class, practical, internal evaluations, and external evaluations. Students are measured continuously based on their regularity, their receptiveness, participation in class discussions, their answers to questions asked by the teacher and the overall quality of their conduct.
- Their performance in the internal examinations provides the initial indication of their learning outcome.
- Teachers provide critical inputs to the students on the basis of this performance. Thus, they are helped to improve their performance in the external examinations.
- THIS TIME THIS COULNT BE ASSESSED SERIOUSLY DUE TO COVID 19. THE UNIVERSITY PASSED THE STUDENTS WITHOUT THEIR WRITING EXAMINATION. But the evaluation of Po and Co will be taken up next year.

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**

56

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://apseveningcollege.in/wp-content/uploads/2022/05/SSS-Report.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)**

0

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

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

0

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

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

0000

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

3.2 - Research Publications and Awards**3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year****3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year**

00

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

00

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

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

- Extension activities of the College are designed to promote social participation of the students to benefit and empower the larger community. The college has been consistently interacted with society, especially to make awareness about the societal knowledge for solving the problems of various sections of the society. The main beneficiary of the College is the college students, of NSS wing together with all the departments assigns themselves to this effort.

- The College conducts several multiplicity programmes like Awareness PROGRAMME like: -

a. Republic day participation

b. NSS activities inauguration

c. Celebration of national youth's day

d. Social service activity during second wave of covid-19

e. Food kits distribution to slum dwellers**f. Free vaccination programme**

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

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

00

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

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year**3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

3

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

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year**3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

194

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

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

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

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

00

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

The College is situated amidst the centre of the city in a locality named N.R. Colony which has a considerable population of lower and upper middle-class section of people. This locality has many governments, aided and private degree colleges. There are historically important places and temples near the college in a radius of 3 to 4 kilometres.

It has adequate facility and infrastructure to cater to the needs of the students and the stake holders of the institution.

Library, office, auditoriums, class rooms, office, A.V room, computer lab, principals' room, staff rooms, waiting rooms and rest rooms are all adequately maintained and facilitated with all kinds of amenities to provide service to the students and teachers.

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.

The activities related to cultural and sports are conducted in the following marked centers of the college.

a) Mini conference hall comprising of 150 seats for students with

projector and screen

b) Mega conference hall comprising of 300 seats for students with projector and screen

c) Open air auditorium accommodates 350 students with a stage with lighting facilities.

d) New Huge auditorium which accommodates more than 600 seats with updated acoustics of sound and lighting facilities.

e) Open air space in the quadrangle where oath taking, N S S activities are conducted.

sports, games (indoor, outdoor)

• The college has cultural committee which organizes annual sports day every year. The sports day comprises of various sports events for both boys and girls. These events take place within the stipulated time of the calendar of events of the college. These are conducted in the college ground. Students practice their sport before college hours in the college sports ground. Inter class cricket match, and other games are allowed for the students to play. The rolling cups and medals along with the certificates are distributed on the college day function.

a) 01 Basketball Courts

b) 02 Volleyball Courts

c) Cricket practice pitch

d) Cricket ground

e) Football ground

Gymnasium

• The college has made it available for all the students to use the gym.

• The college maintains a multi-gym facility near the library of the college.

We have students using the gym occasionally within the assigned timings (3 pm to 6 pm). All the students practicing any kind of

sport use the gym as part of their physical fitness. The gym is maintained daily & ready to be used.

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.

00

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

11

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

7,36,517

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

- **EASYLIB** is one of the best open-source library automation software, used by over 3,000 academics, public, and special libraries around the world. It is a fully-featured, scalable
 - Library management system. This software stores difficult-to-obtain, low circulation reports and papers.
 - This software has the below-mentioned features:
 1. It is one integrated software.
 2. Physical library management.
 3. Institutional Repository Management.
 4. Personal Digital Library Management.
 5. In Out Visitor Management.
 6. Feedback Management.
 7. Student Communication Management.
- Barcode and Spine Label Printing.

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-books Databases Remote access toe-resources

C. Any 2 of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	No File Uploaded

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)

53,813

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
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

60

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

4.3 - IT Infrastructure

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

- The institution has made a noteworthy development in ICT infrastructure during the last few years. Every classroom contains LCD Projectors for the academic purpose.

- Wi-Fi facility is made available in the classrooms to enhance the

teaching-learning process.

- A computer lab is available in the college with the latest software and internet connection. This lab is easily available to students and teachers.
- Audiovisual room in the first floor is helpful for the students for their academic purpose.
- Close circuit cameras are installed in the corridors and the library of the college for Surveillance.
 - Fully structured Networking including optical fibre connectivity with more than 75 MBPS.
 - The web site has been updated and restructured by lending it to a different vendor.

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

4.3.2 - Number of Computers

27

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

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

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)**

7,36,517

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

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

- The college has an organized mechanism for the maintenance of these facilities given below: -
- a. Policy and procedures for Physical, Academic and Support facilities
- b. Maintenance of Library
- c. Maintenance and utilization of computers:
- d. Maintenance and utilization of Sport ground:
- e. Cultural activities
- Some of these are maintained by an Annual Maintenance Contract (AMC) given to agency and the others are maintained by the faculty members of the institution and experienced workforce appointed by the management.
- A.P. S Management has appointed agency through tendering system for purchasing computers, laptops, printer and other ICT devices. The seminar hall of the college is provided to the programme and activities conducted by institution at free of cost.

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

23

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

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

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

60820

File Description	Documents
Upload any additional information	No File Uploaded
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	E. none of the above
File Description	Documents
Link to institutional website	<p style="text-align: center;">Nil</p>
Any additional information	<p style="text-align: center;">No File Uploaded</p>
Details of capability building and skills enhancement initiatives (Data Template)	<p style="text-align: center;">View File</p>
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
01	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
01	
File Description	Documents
Any additional information	<p style="text-align: center;">No File Uploaded</p>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<p style="text-align: center;">View File</p>
5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	E. None of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

00

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

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

07

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

01

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

5.3 - Student Participation and Activities**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

00

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

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

1. Students are the most critical stakeholders in our institution and the college management strongly believes in building an ecosystem where the student community is given representation to share their views in the development of the institution.

2. There are various student committees in the institution. An elected Student Union is the main student body which represents the student community.

3. The Union which has representatives from all the programs

interacts with the students regularly and puts forth the concerns of the student community to the Student Dean, and Principal.

4. Student Union is also responsible for conducting cultural events, intra and intercollege, under the guidance of the students' union advisor.

5. This academic year no such cultural activities were conducted due to covid 19

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

00

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
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

• There is no registered alumni association in the college. but the alumni of the college do serve the college indirectly during admissions and paying fees to the needy students.

• Sometimes the alumni of the college lend their hands in coming as

scribes to the blind students.

They also help in providing service during the college day programmes by helping the college in different ways like providing services like decoration, lights, sound system etc.

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)

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision:

- Quality Education at an affordable cost to socially and economically weaker sections of society.
- All-inclusiveness, integrity, and the promotion of equity, social justice, and scientific temper.

Mission:

- To set and nurture a path for catering to the educational needs leading to empowerment of underprivileged sections to face the challenges of time and change.
- To promote holistic development of students by offering quality education and making them self-reliant.

Objectives:

- Providing career oriented, I.C.T and skill based education.
- Nurture social responsibility, social awareness and environmental friendly culture in students.

- Promote an atmosphere of creativity.
- 1. The vision statement of the college defines the type of education provided to the student stakeholders at an affordable cost. Quality education here means the education which helps one to understand the human relationship better in particular and understand the society at large in general.
- 2. The mission statement defines the approach in envisaging the above said vision with a defined direction. A holistic approach is imbibed to cater to the needs of the stake holders.
- 3. The objectives need an approach to be progressive and creative to make the critical ability of the student to work for the betterment of society. Thus enabling the student to cope with any situation and face new challenges of life.

File Description	Documents
Paste link for additional information	Nil
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 Top Management consists of the office bearers of the trust, board members, trustees and the governing council.
- The Governing council consists of the senior teacher representative from the college.
- The Principal of the college is the head of the institution supported by the senior staff.
- The Head of the Departments take the supporting role in playing the role and sharing the responsibility.
- The Committee heads or coordinators of various committees head the committees and spear head the activities of the college.
- The Student representation in the IQAC and the various committees too add a sense of responsibility in them.
- The Parents are also consulted and taken in to account in any crisis and decision making process.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institutional strategy or the perspective plan regarding the all round development of the institution is discussed in the IQAC meetings and also in the Governing council meetings held in a routine manner. there the agenda includes the perspective plans in the development of the institution and the same is carried to the management for implementation. Considering the pros and cons of the financial implications and other considerations many would be considered and given a green signal to be implemented. This duration of 2020-21 was a period where no such major perspective plans were taken in to consideration due to covid. our only aim was to see to it that the students are safe and out of danger from corona for which the N S S of the college conducted several covid related programmes including free tests and vaccination for the students and also for the orther stake holders.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
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 principal appoints various committees consisting of staff members. These committees advice, supervise and implement various academic activities of the college. Training programs and workshops are conducted by the top management to inculcate leadership skills. Training is important to faculty in the use of ICT.
- The inculcated policy document regarding the appointments and service rules are in accordance with the Karnataka Civil Service Rules and Services of the State Government.
- The deputation of teachers from one college to another college is also as per the rules governming the state government policies.
- The appointment of the management staff is purely on a temporary basis on a consolidated salary whereby there is no retrenchement unless there is serious allegation or setback by

the employee

- This rule applies to the non teaching staff too in accordance with the karnataka civil service rules of state government.

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

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

B. Any 3 of the above

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

6.3 - Faculty Empowerment Strategies

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

The welfare measures for the teachers are as follows:

1. The cooperative society lends loans to the staff both teaching and non teaching on a low interest rate regularly
2. Provident Fund facility is extended to the management staff where in 50 percent of the contribution is by the management
3. The children of the employees are given concession in admission to the institution.

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

00

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)	View File

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

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

00

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	No File Uploaded
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

01

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	No File Uploaded
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

There are two different kinds of appraisal mechanism in the institution which are followed meticulously

1. Informal method

2. Formal method

informal method of appraisal is through the feed back from all quarters of the stake holders and also the active participation of the employee in the deliberations of the institution. where as the formal method of appraisals is through the format which is filled by the principal in cooperation with the senior staff members and the same is sent to the management for further improvisation of the prospects of the employee like promotion, increment etc.

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

The finance and accounts of the college are audited regularly by statutory auditors for every financial year. The Institution has mechanism for both internal & external audit. The internal & statutory audit of finance and accounts are done through the auditors appointed by the management. The external audit is done by Government Auditors deputed to the college by the Department of Collegiate Education & the Auditor General. The details of audit done by various agencies are as below:

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)**

00

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

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

No funds have been mobilized this period of time due to very limited activities in the institution. There has been development in the institution where the management directly has taken the financial responsibility, new computers, additional class rooms and other resources are provided through the management. The college directly

hasnt actively participated in either mobilization or the utilization of resources.

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

Yes, the college has established an Internal Quality Assurance cell (IQAC) as a post accreditation quality sustenance measure in 2005. The IQAC prepares an annual plan before the beginning of the academic year & the same is incorporated in the Annual Quality Assurance Report (AQAR), and it will be implemented during the academic year. The IQAC takes decisions regarding curricular, co-curricular & extra - curricular activities for sustenance & enhancement of quality in academic & administrative activities. The IQAC prepares action plan for the academic year. The academic activities include the coverage of syllabus, conducting cocurricular & extra-curricular activities, NSS & NCC programs, Games & Sports, Cultural & literary activities.

1. The programmes of N S S for the preset duration

2. An Faculty Development programme of two days for the staff were the major contributions of I Q A C of the college.

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 quality assurance of the academic activities like teachig learning process, structures and methodologies of operations and learning outcomesarebeing monitored by the IQAC. This committee

reviews the academic activities of the college as per the academic plan prepared in the beginning of the academic year. The college formulates various working committees for distribution of co-curricular and academic activities. The administrative activities are monitored by principal and the office superintendent. Review meetings are chaired by the principal. The governing council reviews the activities of the college.

Adopted means are:-

a. Mentoring process

b. Feed Back System

through which the academic activities are monitored periodically and even cocurricular activities are also organised in accordance with the regulations laid down by the IQ A C of the college.

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)

E. None 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	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

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

The Women Empowerment has been striving hard to bring about gender equity by way of organising programmes on women and gender issues. These programmes were affected due to Corona predicament but still programme is listed below for this duration of annual report

1. celebration of savitri bhai phule's birth anniversary- 190th janmotsava

In terms of safety and security, the college provides a close watch on the girls with special problems of their own. this is identified through the mentoring system of the college. In case there is any issues the women empowerment of the college takes up the issue and counsels the students.

Acharya Pathasala Evening College of Arts and Commerce is ensuring equal concern for men and women students in the institution in all curricular, co-curricular and extracurricular activities. The institution through its proactive faculty, staff and student programs, will look into the following as an agenda: -

Sl. No.

Action

Responsibility/Action By

Time line

1

Provide staff advisor level counselling for students

Staff Advisors/ HoDs/Principal

Continuous process

2

Have informal meetings of anti-ragging/ women empowerment and student grievances redressal committees for monitoring and evaluation of gender equality in the institution.

IQAC Coordinator and conveners of the committee

As and when the need occurs- informal

4

Organize programmes for students on gender quality analyze the program in terms of representation of gender-sensitive language

Coordinator Woman empowerment cell

Continuous process

5

Organize health related programmes for girls and their parents-

Coordinator Woman empowerment cell

Once in a semester year

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

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

E. None of the above

File Description	Documents
Geo tagged Photographs	No File Uploaded
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

The college disposes the waste material without causing harm to the nearby people. E-waste is disposed through auction to the outside agency. Students were sensitized on the necessity of effective waste management.

1. Solid Waste Management:- is conducted with the proper planning with the help of the office staff. the office and staff are appraised about paper less transaction i the college. the students are not given notes in hard copies in papers instead resort to soft copies or over mail .

2. Liquid Waste Management:- wastage of water is avoided in the college by sealing all the leakage points. drinking water is used in the cans for both staff and students. the garden area is developed and the waste water is led in to it for the plants to grow.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded

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

E. None of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
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 with trees and plants

E. None of the above

File Description	Documents
Geo tagged photos / videos of the facilities	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 energy initiatives are confirmed through the following 1.Green audit 2. Energy audit

B. Any 3 of the above

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	View File
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

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

E. None of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
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).

To imbibe cultural, social and moral values amongst students, the college has introduced various programs and activities. The college

celebrates birth anniversaries of great personalities such as Swami Vivekananda, Mahatma Gandhi, S. Radhakrishnan and Dr. B.R. Ambedkar. Nation building activities like observance of communal harmony week, campaign against terrorism have also been conducted in the college. To inculcate deep rooted Indian ethos, the management of the college provides the play ground for celebrating Independence day and Republic day. This has been done from the past 15 years uninterruptedly with the same spirit. To inculcate Indian heritage and culture, the management has established Swami Vivekananda Study Circle. It conducts various activities / programs by Inviting Guest Speakers. To impart Gandhian values and philosophy, the college has established Gandhi Study Circle, through which it conducts various activities by Inviting Freedom Fighters, Gandhi Followers and National Leaders. programme conducted during this assessment period

1. Celebration o Constitution day and National Integration day-26-11-2020

2. Celebration of Vishwamanava dinacharane on 20-01-2021

3. Republic day celebration- 26-01-2021

4. Inauguration of National Youths day -03-02-2021

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

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

The programmes imbibe sensitization in students and employees of the institution to the constitutional obligations incorporating values rights and duties and responsibilities as citizens are incorporated in the curricula and cocurricula of the institution. but due to covid no such programmes were conducted except the programmes given below which help in fulfilling the above aspirations:-

1. Celebration of Vishwamanava dinacharane on 20-01-2021

2. Celebration o Constitution day and National Integration day-26-11-2020

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

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

D. Any 1 of the above

File Description	Documents
Code of ethics policy document	No File Uploaded
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	No File Uploaded
Any other relevant information	No File Uploaded

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

1. Republic day celebration- 26-01-2021

2. Inauguration of National Youths day -03-02-2021

only two events were possible for us to celebrate this year due to covid.

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

7.2 - Best Practices

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

Name of the System:- Mentoring System

Objective:- To Monitor the performance of the students.

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.

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.
- Critical issues are brought to the notice of the Head of the Department.

The teacher mentor will perform the following functions: -

- Meet the group of students at least once a month.
- Continuously monitor, counsel, guide and motivate the students in all academic pursuits.

Mentoring enables mentees to gain invaluable insight beyond their own education and experience and gives them the edge with support and guidance.

Name of the System:- Feed-back system

Feedback 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.

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.

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
Any other relevant information	No File Uploaded

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

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.

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.

All these activities hold a mirror to the vision and mission envisaged by the institution in upholding the values and ethics of the institution.

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

Plan of action for the next academic year:-

1. To Upgrade the Computer Lab
2. To conduct computer related courses for the students and other stake holders
3. To Start new add on courses for the students
4. To follow the NEP model meticulously in the curriculum